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MONTANA DEPARTMENT OF COMMERCE



PROFESSIONAL & OCCUPATIONAL LICENSING BUREAU

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JUNE 30, 1985

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DEPARTMENT OF COMMERCE  
DIVISION OF BUSINESS REGULATION



TED SCHWINDEN, GOVERNOR

1424 9TH AVENUE

STATE OF MONTANA

(406) 444 3737

HELENA, MONTANA 59620 0407

The Honorable Ted Schwinden, Governor  
State of Montana  
State Capitol  
Helena, Montana 59620

Dear Governor Schwinden:

In accordance with the requirements of Sections 37-1-106, MCA and 2-7-102, MCA, there is herewith transmitted to you and members of the 49th Legislature, the biennial report for the biennium ending June 30, 1985 of the Professional and Occupational Licensing Bureau, Department of Commerce.

This report has been prepared by the Bureau in cooperation with the 28 professional and occupational licensing boards.

This biennial report contains a summary of board activities; board goals and objectives; a detailed breakdown of board revenues and expenditures; statistics illustrating board activities concerning licensing; summary of complaints received and disposition; number of licenses revoked or suspended; legislative or court action affecting the boards; and other information the Department of Board considers relevant.

Sincerely,

A handwritten signature in black ink that appears to read "Keith J. Colbo".

Keith Colbo,  
Director

KC/jmg



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## BOARD OF ARCHITECTS

### I. GOALS AND OBJECTIVES

Goals: The practice of architecture is a profession regulated by the state of Montana to promote, preserve, and protect the public health, safety, and welfare. Control and regulation of the practice of architecture is by trying to assure that those persons who are admitted to practice are qualified and that those who practice maintain certain standards.

Objectives: The Board will continue to implement and enforce standards and rules within its jurisdiction governing the licensing of architects and maintenance of practice standards by professionals. When warranted the Board will investigate complaints and sit in judgment in hearings for the suspension, revocation, or denial of a license. The Board will periodically adopt rules to implement legislative policy.

The Board will continue to monitor expenses and revenues to assure that fees are set commensurate with regulatory program costs; to hold meetings and administer the national ARE examination; to request enhancement of the statutes through appropriate legislative procedures; and to review and renew licenses issued under its jurisdiction.

### II. SUMMARY OF BOARD ACTIVITIES

Three Board meetings were held in FY 84 and four Board meetings were held in FY 85. The Board administered the national examination once in FY 84 and FY 85. In FY 84 the Board published one Notice of Proposed Rule Change concerning the fee schedule and published one Notice of Adoption. In FY 85 no rule changes or adoptions were published.

### III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

	<u>FY 84</u>	<u>FY 85</u>
Applications Received by Category		
Examination	9	6
Reciprocity	30	42
New Licenses Granted by Category		
Examination	10	8
Reciprocity	29	41
Licenses Renewed by Category		
Architects	714	712
Total Licensees at FY End by Category		
Architects	719	726

### IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
Branch office not under the control and direction of a Montana resident licensed architect.	Investigated-partnership in question was dissolved-case closed.	1	

## BOARD OF ARCHITECTS

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
Practicing architecture without a license.	Investigated-person alleged to have been practicing moved out of state.	3	
	Investigated-person alleged to have been practicing agreed to discontinue any activities that may constitute the practice of architecture-case closed.	1	3
	Investigated-no clear violation-cases closed.	2	
Engineer practicing architecture without a license.	Investigated-project in question was entirely Federally sponsored and on a Federal Indian Reserve-the Board has no jurisdiction-case closed.	1	
	Licensed Engineer in question-referred the matter to the Board of Professional Engineers.	1	1
Professional Conduct/Dispute over fees.	Investigated-the architect refunded the fees in question-case closed.	1	

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTIONS

	<u>FY 84</u>	<u>FY 85</u>
Revoked	0	0
Suspended	0	0
Failure to Pay Renewal Fee	18	12

VI. FISCAL INFORMATION

REVENUE:	<u>FY 84</u>	<u>FY 85</u>
Original	\$ 860	\$ 900
Renewal	25,075	34,265
Penalty Fee	1,320	750
Reciprocity	2,350	3,900
Examination	6,347	4,996
Roster	150	81
<b>TOTAL REVENUE</b>	<b>\$36,102</b>	<b>\$44,892</b>

## EXPENDITURES:

PERSONAL SERVICES:		
Salaries	\$ 10,614	\$ 10,920
Other Compensation - Board	1,600	1,650
Employee Benefits	2,272	2,001
<b>TOTAL PERSONAL SERVICES</b>	<b>\$14,486</b>	<b>\$14,571</b>

## BOARD OF ARCHITECTS

FY 84      FY 85

## OPERATING EXPENSES:

## CONTRACTED SERVICES:

Consultant and Professional Services	\$ 506	\$ 269
Legal Fees and Court Costs	1,739	1,166
Printing	564	521
Microfilm Services	0	40
Storage Fees	0	16
Written Examinations	5,493	2,752
Secretary of State Filing Fees	130	8
Computer Processing Services	23	11
Systems Development and Supplies	28	71
<b>TOTAL CONTRACTED SERVICES</b>	<b>\$8,483</b>	<b>\$4,854</b>

## SUPPLIES AND MATERIALS:

Photo and Reproduction	\$ 0	\$ 14
Books and Reference Materials	8	5
Paper	0	16
Office Supplies	375	234
General	93	66
Forms/Non-state Provider	166	0
Printing	5	0
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>\$647</b>	<b>\$335</b>

## COMMUNICATIONS:

Telephone - Local Service and Equipment	\$ 68	\$ 94
Telephone - Long Distance	148	181
Postage and Mailing	1,020	1,170
Telephone - STS Usage	191	93
<b>TOTAL COMMUNICATIONS</b>	<b>\$1,427</b>	<b>\$1,538</b>

## TRAVEL:

In-state Personal Car Mileage	\$ 706	\$ 596
In-state Commercial Transportation	338	0
In-state Other	11	0
In-state Meals	324	95
In-state Lodging	409	42
In-state Motor Pool	84	0
Out-of-state Commercial Transportation	1,083	848
Out-of-state Meals	207	357
Out-of-state Lodging	1,055	2,166
Out-of-state Personal Car Mileage	246	0
Special Fees	79	0
<b>TOTAL TRAVEL</b>	<b>\$4,542</b>	<b>\$4,104</b>

## RENT:

Meeting Rooms	\$ 41	\$ 76
Department of Administration Buildings	345	242
Photocopy Equipment	0	84
<b>TOTAL RENT</b>	<b>\$386</b>	<b>\$402</b>

## REPAIR AND MAINTENANCE:

Maintenance Contracts	\$80	\$23
<b>TOTAL REPAIR AND MAINTENANCE</b>	<b>\$80</b>	<b>\$23</b>

## BOARD OF ARCHITECTS

	<u>FY 84</u>	<u>FY 85</u>
OTHER EXPENSES:		
Dues	\$ 850	\$ 850
Registration Fees for Training	530	825
Tuition	43	27
TOTAL OTHER EXPENSES	<u>\$1,423</u>	<u>\$1,702</u>
EQUIPMENT:		
Office	\$0	\$1,616
TOTAL EQUIPMENT	<u>\$0</u>	<u>\$1,616</u>
TRANSFER ADMINISTRATIVE COSTS	\$ 3,779	\$ 3,804
TOTAL ALL EXPENDITURES	\$35,253	\$32,949
TOTAL APPROPRIATION	\$42,172	\$44,682
UNEXPENDED APPROPRIATION	\$ 6,919	\$11,227
CASH BALANCE - FYE	\$41,288	\$54,095

**VII. BOARD MEMBERSHIP DURING BIENNIAL**

Bonnie B. Donohue, 1014 Durango, Great Falls, MT	07/01/85
George A. Page, A.I.A., P. O. Box 3005, Great Falls, MT	03/27/87
Robert C. Utzinger, A.I.A., MSU, Bozeman, MT	03/27/86
Jerrell Ballas, A.I.A., P. O. Box 7547, Missoula, MT	03/27/88

**VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD**

None

**IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM**

To up-grade automation of the renewal process. Continue to up-date rules and statutes through appropriate procedures. Continue to actively participate in Regional and National meetings. Continue to actively participate in developing an alternative route for meeting educational/practical experience requirements. Explore the possibility of implementing a mandatory Intern Architect Development Program.

## BOARD OF ATHLETICS

### I. GOALS AND OBJECTIVES

Goals: To protect the public from fraud in athletic events, and to issue licenses to those promoters that are determined to be competent and financially able to meet the conditions of staging a professional boxing or wrestling match.

Objectives: To assure the public that professional boxing and wrestling events held in this state are conducted as provided by law and rules of the Boards. To require that all boxers and wrestlers meet minimum physical requirements and all parties connected with a professional boxing or wrestling match are licensed by the Board. To provide for qualified and competent officials and to provide for Board members and staff to be present at all professional boxing and wrestling events.

### II. SUMMARY OF BOARD ACTIVITIES

One conference call meeting and one boxing card were held in FY 84. Two Board meetings and one boxing card were held in FY 85.

### III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

	<u>FY 84</u>	<u>FY 85</u>
Promoter		1
Boxers		8
Attendants		7
Officials		3

### IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
One complaint received to overturn boxing match decision.	Dismissed as Board had no authority to overturn officials decision.		1
Boxer wanted payment and his championship belt back from manager who was out of state.	Tried to resolve matter which was personal. Turned over to California Boxing Commission and USBA.		1

### V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

None

### VI. FISCAL INFORMATION

<u>REVENUE:</u>	<u>FY 84</u>	<u>FY 85</u>
License Fees	\$ 230	
Cross Proceeds Tax		1,641
<b>TOTAL REVENUE</b>		<b>\$1,871</b>

## BOARD OF ATHLETICS

	<u>FY 84</u>	<u>FY 85</u>
<b>EXPENDITURES:</b>		
<b>PERSONAL SERVICES:</b>		
Salaries	\$ 1,496	\$ 1,797
Other Compensation	400	500
Employee Benefits	291	343
<b>TOTAL PERSONAL SERVICES</b>	<b>\$2,187</b>	<b>\$2,640</b>
<b>OPERATING EXPENSES:</b>		
<b>CONTRACTED SERVICES:</b>		
Consultant and Professional Services	\$ 215	\$ 0
Legal Fees and Court Costs	176	238
Printing	247	0
Secretary of State Filing Fees	780	8
Computer Processing Services	212	11
Systems Development and Supplies	0	44
<b>TOTAL CONTRACTED SERVICES</b>	<b>\$1,630</b>	<b>\$301</b>
<b>SUPPLIES AND MATERIALS:</b>		
Photo and Reproduction	\$0	\$ 2
Office Supplies/Central Stores	0	10
Books and Reference Materials	5	0
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>\$5</b>	<b>\$12</b>
<b>COMMUNICATIONS:</b>		
Telephone - Local Service & Equipment	\$35	\$ 44
Telephone - Long Distance Use	0	21
Postage and Mailing	53	72
Telephone - STS Usage	8	77
<b>TOTAL COMMUNICATIONS</b>	<b>\$96</b>	<b>\$214</b>
<b>TRAVEL:</b>		
In-state Personal Car Mileage	\$106	\$453
In-state Commercial Transportation	0	5
In-state Meals	7	118
In-state Lodging	3	91
Out-of-state Commercial Transportation	263	0
Out-of-state Meals	109	0
Out-of-state Lodging	193	0
<b>TOTAL TRAVEL</b>	<b>\$681</b>	<b>\$667</b>
<b>RENT:</b>		
Other Equipment	\$ 0	\$ 60
Photocopy Equipment	0	9
Department of Administration Buildings	52	50
<b>TOTAL RENT</b>	<b>\$52</b>	<b>\$119</b>
<b>TOTAL REPAIR AND MAINTENANCE:</b>	<b>\$9</b>	<b>\$7</b>
<b>OTHER EXPENSES:</b>		
Dues	\$ 150	\$ 250
Freight and Express	0	16
Indirect Administrative Costs	1,424	1,424
<b>TOTAL OTHER EXPENSES</b>	<b>\$1,574</b>	<b>\$1,690</b>

## BOARD OF ATHLETICS

	<u>FY 84</u>	<u>FY 85</u>
TOTAL ALL EXPENDITURES	\$6,234	\$5,650
TOTAL APPROPRIATION	\$8,898	\$9,996
UNEXPENDED APPROPRIATION	\$2,664	\$4,346
CASH BALANCE ~ FYE	\$9,219	\$5,772

**VII. BOARD MEMBERSHIP DURING BIENNIAL**

John R. Halseth, M.D., 1905 Cherry Drive, Great Falls, MT	04/25/86
John Svaldi, 1734 Whitman, Butte, MT	04/25/86
Gene B. Daly, 2480 E. Broadway 7-B, Helena, MT	04/25/86

**VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD**

H.B. 306, Chapter 97, Montana Session Laws 1985 provided for Board jurisdiction over "so you think you are tough" boxing matches and mud wrestling; in addition it granted authority to the Board to review and overturn decisions made by officials.

## BOARD OF BARBERS

### I. GOALS AND OBJECTIVES

Goals: To assure the public that all barbers meet minimum standards of competency, knowledge, and training; to assure the public that all barbershops are operated and maintained in a sanitary condition; to assure the public that all barber schools have a curriculum, facilities, and personnel to provide basic barbering education and training to students; to examine applicants for licensing; to inspect barbershops; and to administer law, rules and regulations pertaining to barbers, shops, and schools.

Objectives: Hold four examinations for approximately 20 applicants per examination; inspect all barbershops and schools at least once per year; and administer rules and regulations pertaining to licensing.

### II. SUMMARY OF BOARD ACTIVITIES

Ensured the public that all barbers were properly licensed and in compliance with the sanitation laws of the state; examined all barber applicants to ensure the public that they were qualified to be a barber; and inspected all barbershops to be sure they met the sanitation requirements for the protection of the public health, safety, and welfare.

### III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

	FY 84	FY 85
Applications Received by Category		
Apprentice	25	29
Registered	61	48
Shops	50	34
TOTAL	<u>136</u>	<u>111</u>
Examinations Given by Category (Passing)		
Apprentice	24 (21)	29 (27)
Registered	59 (54)	48 (43)
TOTAL	<u>83 (75)</u>	<u>77 (70)</u>
New Licenses Granted by Category		
Apprentice	21	27
Registered	54	43
Shops	50	34
TOTAL	<u>125</u>	<u>104</u>
Licenses Renewed by Category		
Apprentice	0	0
Registered	750*	749
Shops	249*	283
TOTAL	<u>999*</u>	<u>1032</u>
Total Licensees at FY End by Category		
Apprentice	19	34
Registered	758	797
Shops	267	308
TOTAL	<u>1044</u>	<u>1139</u>

\*In July 1983, the renewal date was changed to April 1, therefore, FY 84 actually shows two renewal periods in one FY. The above figures were obtained by counting the licenses only once, though the revenue shows both renewals.

## BOARD OF BARBERS

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
Complaint by student against school owner-was kicked out of school and lost tuition.	Board met with student and school owner-student enrolled in another school.	1	
Unlicensed barber working.	Letter written-license obtained.	1	1
Unlicensed barber.	Turned over to county attorney-resolved.		1

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

	<u>FY 84</u>	<u>FY 85</u>
Revoked	0	0
Suspended	0	0
Other Disciplinary Action	0	0
Failure to Pay Renewal Fee		
Barbers	26	53
Shops	28	33

VI. FISCAL INFORMATION

	<u>FY 84</u>	<u>FY 85</u>
<b>REVENUE:</b>		
College Original/Renewal	\$ 219	\$ 140
Shop Original/Renewal	8,025	6,150
Barber Original/Renewal	15,167	11,269
Apprentice Original/Renewal	250	-10
Barber Penalty	1,075	2,595
Styling License	180	0
Temporary Permit	0	180
Instructor License	0	350
Apprentice Examination	1,697	868
Barber Examination	1,931	1,126
Shop Inspectors	1,250	925
TOTAL REVENUE	\$29,794	\$23,593

**EXPENDITURES:**

<b>PERSONAL SERVICES:</b>		
Salaries	\$5,557	\$4,837
Other Compensation	3,300	3,450
Employee Benefits	1,121	1,052
TOTAL PERSONAL SERVICES	\$9,978	\$9,339

## BOARD OF BARBERS

	<u>FY 84</u>	<u>FY 85</u>
<b>OPERATING EXPENSES:</b>		
<b>CONTRACTED SERVICES:</b>		
Legal Fees and Court Costs	\$ 0	\$ 16
Printing	437	426
Written Examination Fees	411	237
Secretary of State Filing Fees	270	8
Computer Processing Services	74	17
Systems Development and Supplies	0	28
<b>TOTAL CONTRACTED SERVICES</b>	<u>\$1,192</u>	<u>\$732</u>
<b>SUPPLIES AND MATERIALS:</b>		
Photo and Reproduction	\$ 0	\$ 5
Office Supplies - Central Stores	34	63
Office Supplies - Non-state Provider	0	106
Books and Reference Material	4	0
General	26	0
<b>TOTAL SUPPLIES AND MATERIALS</b>	<u>\$64</u>	<u>\$174</u>
<b>COMMUNICATIONS:</b>		
Telephone - Local Service and Equipment	\$ 50	\$ 14
Telephone - Long Distance	328	609
Postage and Mailing	718	465
Telephone - STS Usage	99	156
<b>TOTAL COMMUNICATIONS</b>	<u>\$1,195</u>	<u>\$1,244</u>
<b>TRAVEL:</b>		
In-state Personal Car Mileage	\$1,909	\$2,279
In-state Commercial Transportation	104	108
In-state Meals	543	373
In-state Lodging	668	565
In-state Meals Overnight	0	198
Out-of-state Commercial Transportation	0	289
Out-of-state Meals	0	90
Out-of-state Lodging	0	200
<b>TOTAL TRAVEL</b>	<u>\$3,224</u>	<u>\$4,102</u>
<b>RENT:</b>		
Meeting Rooms	\$399	\$258
Photocopy Equipment	0	39
Department of Administration Buildings	241	172
Non-Department of Administration Buildings	150	0
<b>TOTAL RENT</b>	<u>\$790</u>	<u>\$469</u>
<b>REPAIR AND MAINTENANCE:</b>		
Maintenance Contracts	\$130	\$0
<b>TOTAL REPAIR AND MAINTENANCE</b>	<u>\$130</u>	<u>\$0</u>
<b>OTHER EXPENSES:</b>		
Dues	\$ 50	\$ 50
Registration Fees for Training Conferences	0	35
Freight and Express	33	15
<b>TOTAL OTHER EXPENSES</b>	<u>\$83</u>	<u>\$100</u>

## BOARD OF BARBERS

	<u>FY 84</u>	<u>FY 85</u>
TOTAL OPERATING EXPENSE:	\$ 6,678	\$ 6,821
TRANSFER ADMINISTRATIVE COSTS	\$ 3,957	\$ 4,006
TOTAL ALL EXPENDITURES	\$20,613	\$20,166
TOTAL APPROPRIATION	\$22,242	\$23,350
UNEXPENDED APPROPRIATION	\$ 1,629	\$ 3,184
CASH BALANCE - FYE	\$36,002	\$39,428

**VII. BOARD MEMBERSHIP DURING BIENNIAL**

Lawrence Sandretto, P. O. Box 353, Red Lodge, MT	07/01/86
Richard Riley, 600 Central Plaza, Great Falls, MT	07/01/87
Eugene Thomas, 200 North Main, Anaconda, MT	07/01/88
Ed Johnston, 403 North Ewing, Helena, MT (Deceased)	10/01/84

**VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD**

Eliminated barber apprenticeship.

**IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM**

Require continuing education for chemical applications on the hair and scalp. Automate renewal process. Set up reciprocal agreements with other states similar to our requirement.

## BOARD OF CHIROPRACTORS

### I. GOALS AND OBJECTIVES

Goals: To regulate the chiropractic profession in Montana by examining and licensing only those who meet statutory qualifications and to assure the public of professional competency by monitoring all licensees in the chiropractic field.

Objectives: To provide investigations on complaints in an expedient and thorough manner. To work with the Chiropractic Associations' Ethics Committee on unprofessional conduct. To provide daily assistance to all licensees and the public. To hold a minimum of two examinations a year, and to upgrade examination procedures. To revise the chiropractic law in the next legislative session to further protect the public from unprofessional and unqualified persons and to bring the law in focus with changes in chiropractic education.

### II. SUMMARY OF BOARD ACTIVITIES

Working with the insurance industry and providing press releases has improved the professional services of chiropractors to the public and insurance industry and has reduced the number of complaints received. The Board upgraded their requirements for admission to the examination by requiring all applicants to pass both parts of the National Board Examination including physiotherapy.

### III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

	<u>FY 84</u>	<u>FY 85</u>
Applicants Examined	32	37
Examinations Given (Passing)	30	24
New Licenses Granted	30	24
Licenses Renewed	215	256
Total Licensees at FY End	215	256

### IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
Unlicensed persons practicing chiropractic.	One complaint turned over to county attorney for action. One complaint was resolved by discussing problem with him.		2
Improper filing of insurance claims.	Chiropractor agreed to use standard insurance forms and comply with insurance industry regulations.		1
Unprofessional conduct.	One investigation revealed that no impropriety occurred-case closed. In the other case, the Board met with both parties-resolved by explanation to the public satisfaction.		2

## BOARD OF CHIROPRACTORS

	<u>FY 84</u>	<u>FY 85</u>
Complaint received from medical doctor against a chiropractor for practicing medicine.	Chairman of the Board met with both parties and the Medical Board-case dismissed. Chiropractor was practicing within scope of chiropractic.	1
Complaint filed by one chiropractor against another on poor quality x-rays.	Board investigated and found that electrical surges in the building caused the problem and that it was not the direct fault of the chiropractor taking the x-rays-case dismissed.	1

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

	<u>FY 84</u>	<u>FY 85</u>
Other Disciplinary Action	2	0
Failure to Pay Renewal Fee - License Expired	6	5

VI. FISCAL INFORMATION

REVENUE:	<u>FY 84</u>	<u>FY 85</u>
Application	\$ 3,802	\$ 4,729
Renewal	11,910	12,360
Restoration	100	0
Re-examination	50	0
TOTAL REVENUE	<u>\$15,862</u>	<u>\$17,089</u>

## EXPENDITURES:

PERSONAL SERVICES:		
Salaries	\$ 3,606	\$4,556
Other Compensation - Board	1,275	1,500
Employee Benefits	686	856
TOTAL PERSONAL SERVICES	<u>\$5,567</u>	<u>\$6,912</u>

## OPERATING EXPENSES:

CONTRACTED SERVICES:		
Consultant and Professional Services	\$ 0	\$ 45
Legal Fees and Court Costs	168	0
Printing	323	311
Secretary of State Filing Fees	167	8
Computer Processing Services	101	11
Systems Development and Supplies	0	28
TOTAL CONTRACTED SERVICES	<u>\$759</u>	<u>\$403</u>

## SUPPLIES AND MATERIALS:

SUPPLIES AND MATERIALS:		
Photo and Reproduction	\$10	\$138
Books and Reference Materials	1	43
Office Supplies - Central Stores	46	97
Office Supplies - Non-state Provider	0	2
General	19	0
TOTAL SUPPLIES AND MATERIALS	<u>\$76</u>	<u>\$280</u>

## BOARD OF CHIROPRACTORS

FY 84

FY 85

## COMMUNICATIONS:

Telephone - Local Service and Equipment	\$ 70	\$ 43
Telephone - Long Distance	254	461
Postage and Mailing	487	484
Telephone - STS Usage	110	172
<b>TOTAL COMMUNICATIONS</b>	<b>\$921</b>	<b>\$1,160</b>

## TRAVEL:

In-state Personal Car Mileage	\$ 578	\$ 508
In-state Commercial Transportation	181	266
In-state Other	0	222
In-state Meals	252	288
In-state Lodging	255	345
In-state Motor Pool	42	59
Out-of-state Commercial Transportation	783	1,046
Out-of-state Meals	113	180
Out-of-state Lodging	300	475
<b>TOTAL TRAVEL</b>	<b>\$2,504</b>	<b>\$3,389</b>

## RENT:

Meeting Rooms	\$86	\$460
Photocopy Equipment	0	46
Department of Administration Buildings	0	50
<b>TOTAL RENT</b>	<b>\$86</b>	<b>\$556</b>

## REPAIR AND MAINTENANCE:

Maintenance Contracts	\$27	\$7
<b>TOTAL REPAIR AND MAINTENANCE</b>	<b>\$27</b>	<b>\$7</b>

## OTHER EXPENSES:

Dues	\$ 100	\$ 100
Subscriptions	0	125
Registration Fees	150	170
Indirect - Administrative Costs	1,636	1,656
Freight	0	2
<b>TOTAL OTHER EXPENSES</b>	<b>\$1,886</b>	<b>\$2,053</b>

## EQUIPMENT:

Office	\$19	\$50
<b>TOTAL EQUIPMENT</b>	<b>\$19</b>	<b>\$50</b>

TOTAL ALL EXPENDITURES

\$11,844

\$14,810

TOTAL APPROPRIATION

\$16,304

\$17,255

UNEXPENDED APPROPRIATION

\$ 4,460

\$ 2,445

CASH BALANCE - FYE

\$ 4,618

\$ 7,001

VII. BOARD MEMBERSHIP DURING BIENNUIUM

Carrol Albert, D.C., 219 Second Street North, Great Falls, MT	01/09/85
C. R. Grow, D.C., 114 Main Street, Wolf Point, MT	01/09/87
Rudy Glatz, P. O. Box 186, Winnett, MT	01/09/87
Pat Pardis, D.C., 111 Main Street, Shelby, MT	01/09/89
Roger Combs, D.C., 410 Mineral Avenue, Libby, MT	01/09/88

BOARD OF CHIROPRACTORS

**VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD**

None

**IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM**

(1) Update oral-practical examination to structured procedure, (2) Take a more active role in Federation of Chiropractic Licensing Boards by having more than one Board member or staff attend regional and national meetings and becoming committee task force members, and (3) Revise and upgrade the law to provide for updated chiropractic principals of practice, to prohibit certain procedures for public protection, provide for stricter academic qualifications and examination procedures and to define rulemaking authority in more detail.

## BOARD OF COSMETOLOGISTS

### I. GOALS AND OBJECTIVES

Goals: To protect the health, safety and welfare of the public; to promote the professional and ethical standards of cosmetology and electrology.

Objectives: To continue to improve and revise the laws and rules governing cosmetology whenever appropriate; and to meet the best interests of the consuming public along with a continued awareness of upgrading the professional standards of the practitioners.

### II. SUMMARY OF BOARD ACTIVITIES

To continue their study of improving education and examinations for instructors and students of cosmetology, thereby ensuring that only qualified persons may teach and practice cosmetology and electrology in Montana.

### III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

	FY 84	FY 85
Applications Received by category		
Students and Instructors	250	464
Reciprocal	40	26
Salons	133	148
Registered Students	502	383
Reciprocal Electrologists	1	0
Electrolysis Salons	1	2
Schools	1	2
Examinations Given by Category (Passing)		
Students	289	283
Instructors	20	10
New Licenses Granted by Category		
Manager/Operators (2 Year License)	329	375
Salons	133	148
Instructors	20	18
Schools	1	1
Licenses Renewed by Category		
Manager/Operators (2 Year License)	1,614	3,584
Salons	843	894
Instructors	89	89
Schools	15	16
Electrologists	24	27
Electrolysis Salons	17	18
Total Licensees at FY End by Category		
Salons	874	888
Schools	15	16
Manager/Operators (2 Year and 1 Year License)	1,666	3,778
Instructors	91	91
Electrologists	24	27
Electrolysis Salons	18	16

## BOARD OF COSMETOLOGISTS

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
Letter from licensee complaining of 2 licensees practicing in their homes-unlicensed establishments.	Letter written to licensees advising of allegations made-if doing so, were in violation. Letter from attorney of one licensee-advised that licensee would cease activity. Second licensee responded by letter -would refrain from practicing in home.	5	4
Complaint from an attorney on behalf of licensed electrologist regarding Board use of "Salon" on inspection reports. Said terminology due to being only legal right to that terminology, due to being registered through the Secretary of State.	Reply to attorney from Board that "Salon" would be eliminated from inspection reports, however, use of Salon was to be continued. Reference was made to 37.32.304, M.C.A.		
Complaint from electrology school out of state that Montana would not accept training from their school.	Letter of reply from Board that upon receipt of diploma certifying required hours, applicant would be accepted for examination.		
Complaint from an attorney concerning treatment of a client's daughter in a salon.	Letter of reply from Board noting services rendered did not fall within authority of Board, but would be a civil matter.		
Complaint from licensee of ad in local paper for hair-cuts in privacy of patrons' homes.	Per phone call concerning ad, licensee apologized, stating was unaware doing so was a violation.		
Complaints from an electrologist concerning ads placed in yellow pages of telephone directories for "Removetron" as a permanent method of hair removal.	Complainant advised this was not within Board authority. Board does not have control over ads placed in yellow pages of telephone directories.		
Complaint from a licensee that a licensed person was practicing in unlicensed home for compensation.	Per phone call, licensee denied the allegation.		

## V.

NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

None

## BOARD OF COSMETOLOGISTS

VI. FISCAL INFORMATION

## REVENUE:

	<u>FY 84</u>	<u>FY 85</u>
Temporary Licenses	\$ 1,694	\$ 3,254
Manager-Operator Licenses	34,980	94,440
Instructors	1,370	2,285
Teacher Training/Advanced Training/Schools	1,800	3,025
Duplicate Licenses	214	297
Student Registration	7,675	8,390
Penalty Fees	7,720	10,129
Reciprocal License Fees	3,445	3,930
Electrology	1,229	3,060
Student/Instructor Examinations	12,825	19,805
Salon/School - Initial Inspection	4,385	7,540
Documents and Supplies	766	1,284
<b>TOTAL REVENUE</b>	<b>\$78,103</b>	<b>\$157,439</b>

## EXPENDITURES:

## PERSONAL SERVICES:

Salaries	\$45,267	\$35,208
Other Compensation - Board	525	2,225
Employee Benefits	9,541	7,117
<b>TOTAL PERSONAL SERVICES</b>	<b>\$55,333</b>	<b>\$44,550</b>

## OPERATING EXPENSES:

## CONTRACTED SERVICES:

Consultant and Professional Services	\$ 750	\$2,032
Legal Fees and Court Costs	287	1,287
Data Processing Services	154	67
Printing	684	1,920
Written Examination Fees	1,156	1,341
Consultant and Other Travel	1,189	1,563
Secretary of State Filing Fees	660	38
Computer Processing Services	154	67
Microfilm Services	0	74
Systems Development and Supplies	0	98
General	0	93
<b>TOTAL CONTRACTED SERVICES</b>	<b>\$5,034</b>	<b>\$8,580</b>

## SUPPLIES &amp; MATERIALS:

Books and Reference Materials	\$ 11	\$ 0
Paper	1	12
Office Supplies - Central Stores	25	191
Office Supplies - Non-state Provider	122	203
Photo and Reproduction	0	20
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>\$229</b>	<b>\$426</b>

## COMMUNICATIONS:

Telephone - Local Service and Equipment	\$ 184	\$ 310
Telephone - Long Distance	291	322
Postage and Mailing	1,906	2,645
Telephone - STS Usage	820	1,146
Advertising	0	467
Telephone - One-time Charge	0	3
<b>TOTAL COMMUNICATIONS</b>	<b>\$3,201</b>	<b>\$4,893</b>

## BOARD OF COSMETOLOGISTS

	<u>FY 84</u>	<u>FY 85</u>
<b>TRAVEL:</b>		
In-state Personal Car Mileage	\$ 2,259	\$1,912
In-state Commercial Transportation	332	280
In-state Motor Pool	3,356	104
In-state Other	8	212
In-state Meals	2,683	609
In-state Lodging	3,139	833
Out-of-state Commercial Transportation	2,783	1,168
Out-of-state Meals	844	293
Out-of-state Lodging	1,233	379
Out-of-state Personal Car Mileage	0	289
<b>TOTAL TRAVEL</b>	<u>\$16,637</u>	<u>\$6,079</u>
<b>RENT:</b>		
Meeting Rooms	\$ 335	\$ 450
Department of Administration Buildings	1,648	1,377
Photocopy Equipment	0	137
<b>TOTAL RENT</b>	<u>\$1,983</u>	<u>\$1,964</u>
<b>REPAIR &amp; MAINTENANCE:</b>		
Maintenance Contracts	\$154	\$90
<b>TOTAL REPAIR &amp; MAINTENANCE</b>	<u>\$154</u>	<u>\$90</u>
<b>OTHER EXPENSES:</b>		
Dues	\$155	\$155
Registration Fees for Training	456	190
Tuition	0	45
Freight and Express	0	12
Photo and Film Processing	0	16
<b>TOTAL OTHER EXPENSES</b>	<u>\$611</u>	<u>\$418</u>
<b>EQUIPMENT:</b>		
Office	\$0	\$83
<b>TOTAL EQUIPMENT</b>	<u>\$0</u>	<u>\$83</u>
<b>TOTAL OPERATING EXPENSES</b>	<u>\$ 27,849</u>	<u>\$ 22,533</u>
<b>TRANSFER ADMINISTRATIVE COSTS</b>	<u>\$ 22,749</u>	<u>\$ 23,027</u>
<b>TOTAL ALL EXPENDITURES</b>	<u>\$105,931</u>	<u>\$ 90,110</u>
<b>TOTAL APPROPRIATION</b>	<u>\$120,474</u>	<u>\$128,050</u>
<b>UNEXPENDED APPROPRIATION</b>	<u>\$ 11,002</u>	<u>\$ 34,087</u>
<b>CASH BALANCE - FYE</b>	<u>\$ 26,916</u>	<u>\$136,576</u>

## BOARD OF DENTISTRY

### I. GOALS AND OBJECTIVES

Goals: The practice of dentistry is a profession regulated by the state of Montana to promote, preserve and protect the public health, safety and welfare. Control and regulation of the practices of dentistry and dental hygiene are maintained by trying to assure that those persons who are admitted to practice are qualified and that those who practice maintain certain standards.

Objectives: The Board will continue to implement and enforce standards and rules within its jurisdiction governing the licensing of dentists and dental hygienists, certification of dental assistants and denturists to take x-rays, the permitting of administration of anesthetics including on-site office facility inspections, and maintenance of practice standards by professionals. When warranted the Board will investigate complaints and sit in judgment at hearings for the suspension, revocation, or denial of a license. The Board will periodically adopt rules to implement legislative policy.

The Board will continue to monitor expenses and revenues to assure that fees are set commensurate with regulatory program costs; to hold meetings and administer examinations; to perform on-site inspections of dental facilities where general anesthesia or conscious sedation is administered; to request enhancement of statutes through appropriate legislative procedures; to approve continuing education courses for the administration of anesthesia; and to review and renew licenses issued under its jurisdiction.

The Board will explore the feasibility of establishing an Impaired Professionals Program.

### II. SUMMARY OF BOARD ACTIVITIES

Four Board meetings were held in FY 84 and five Board meetings and one conference call were held in FY 85. The Board scheduled three examinations in FY 84 and four examinations in FY 85. One formal disciplinary hearing was held in FY 85. In FY 84 and in FY 85 three Notices of Proposed Board Rule Changes were published. In FY 84 two formal rule hearings were held. There were no rule hearings held in FY 85. In FY 84 and in FY 85 one Notice of Adoption was published. In FY 85 the Board published one Notice to Vacate the proposed rules. Rules proposed in the biennium included Allowable Functions for Dental Auxiliaries, Standards for Dental Anesthesia, Interpretive Rules for Advertising, Fee Schedules, Examinations, Identification of Dentures, and Active/Inactive Renewal Licensure.

### III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

	FY 84	FY 85
Applications Received by Category		
Dentists	45	20
Dental Hygienists	33	12
Jurisprudence Examinations by Category		
Dentists (Passing)	37	27
Dental Hygienists (Passing)	27	24

## BOARD OF DENTISTRY

	<u>FY 84</u>	<u>FY 85</u>
New Licenses Granted by Category		
Dentists	37	27
Dental Hygienists	27	24
Licenses Renewed by Category		
Dentists	828	853
Dental Hygienists	331	344
Total Licensees at FY End by Category		
Dentists	828	857
Dental Hygienists	334	362

IV.

SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
Gross malpractice or repeated malpractice.	Investigated-no evidence that the doctor provided improper treatment -case closed.	1	
	Investigated-no evidence of wrongful treatment or omission by dentist -case closed.	1	2
	Investigated-Summary Suspension of License, Board restricted the use of general anesthesia in the doctor's office.		1
	Investigated-informal letter of warning.		1
Malpractice/unprofessional conduct/use of unlicensed dental auxiliaries.	Investigated-violation substantiated- Settlement Agreement, license suspension deferred for a period of two years.	2	
	Investigated-Notice of proposed Board action served-pending.		1
	Under investigation.		1
Unprofessional conduct/overbilling.	Investigated-violation substantiated- Settlement Agreement, one month suspension.	1	
	Investigated-no evidence of intent to overcharge insurance companies -informal letter of warning.		1
Misleading advertising.	Advertising deemed not inherently misleading.		1
	Referred to ADA for ruling.		2

## BOARD OF DENTISTRY

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
Misleading advertising/fees.	Investigated-violation substantiated- dentist ordered to refund monies to insurance companies.	1	
Denturists/practicing	Closed-based on adoption of initiative.	3	
	Injunction sought-closed-based on adoption of initiative.	1	
	Complaint withdrawn.	1	
Excessive purchase of prescription drugs.	Investigated-quantity of drugs purchased substantiated by doctor-no violation found-case closed.	1	
Unprofessional conduct/fees	Investigated-doctors acted in best interests of patients-no Board authority over fees charged by dentists-case closed.	1	
	Investigated-case had gone to court on civil suit-Judge ruled that patient had to pay for the dental services -Board accepted court findings-case closed.	1	
	Insufficient cause for Board action reflected on face of complaint.	1	
Unlicensed dental auxiliaries performing dental hygiene functions.	Investigated-case closed for lack of evidence.	1	
	Investigated-Notice of proposed Board action served-case is pending.	1	
Fees	No Board authority.	1	1
Unauthorized release of dental records.	Investigated-no violation.	1	

\*One malpractice suit is still pending from FY 82.

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

	<u>FY 84</u>	<u>FY 85</u>
Revoked	0	0
Suspended	1	0
Summary Restriction	1	0
Deferred Suspension	2	0
Letter of Warning	0	3
Failure to Pay Renewal Fee	9	3
Dentists	9	3
Dental Hygienists	9	3

## BOARD OF DENTISTRY

I. FISCAL INFORMATION

	<u>FY 84</u>	<u>FY 85</u>
<b>REVENUE:</b>		
Dentists Original	\$ 1,380	\$ 570
Dentists Renewal	28,105	28,805
Dentists Penalty Fees	2,970	600
Hygienists Original	1,110	370
Hygienists Renewal	10,100	10,320
Copies of Documents	70	130
Dentists Initial Examination	2,100	900
Hygienists Initial Examination	2,060	570
Dentists Re-examination	0	50
<b>TOTAL REVENUE</b>	<b>\$47,895</b>	<b>\$42,315</b>
<b>EXPENDITURES:</b>		
<b>PERSONAL SERVICES:</b>		
Salaries	\$11,048	\$12,053
Other Compensation - Board	2,600	3,200
Employee Benefits	2,352	2,281
<b>TOTAL PERSONAL SERVICES</b>	<b>\$16,000</b>	<b>\$17,534</b>
<b>OPERATING EXPENSES:</b>		
<b>CONTRACTED SERVICES:</b>		
Consultant and Professional Services	\$ 5,245	\$ 3,320
Legal Fees and Court Costs	5,427	11,456
Printing	856	551
Microfilm Services	0	34
Consultant and Other Travel	0	278
Secretary of State Filing Fees	548	443
Computer Processing Services	350	296
Systems Development and Supplies	540	644
General	0	142
<b>TOTAL CONTRACTED SERVICES</b>	<b>\$12,966</b>	<b>\$17,164</b>
<b>SUPPLIES AND MATERIALS:</b>		
Photo and Reproduction	\$ 23	\$ 18
Books and Reference Materials	114	103
Paper	0	4
Office Supplies	135	473
Photographic	0	2
General	302	47
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>\$574</b>	<b>\$647</b>
<b>COMMUNICATIONS:</b>		
Telephone - Local Service and Equipment	\$ 52	\$ 129
Telephone - Long Distance	100	490
Postage and Mailing	1,348	1,386
Advertising	11	0
Telephone - STS Usage	311	469
<b>TOTAL COMMUNICATIONS</b>	<b>\$1,822</b>	<b>\$2,474</b>

## BOARD OF DENTISTRY

	<u>FY 84</u>	<u>FY 85</u>
<b>TRAVEL:</b>		
In-state Personal Car Mileage	\$1,361	\$2,003
In-state Motor Pool	0	99
In-state Commercial Transportation	451	0
In-state Other	12	4
In-state Meals	531	515
In-state Lodging	471	201
Out-of-state Commercial Transportation	155	2,085
Out-of-state Meals	113	334
Out-of-state Lodging	357	695
Out-of-state Car Rental	0	243
<b>TOTAL TRAVEL</b>	<u>\$3,451</u>	<u>\$6,179</u>
<b>RENT:</b>		
Storage	\$340	\$ 300
Meeting Rooms	185	0
Department of Administration Buildings	350	283
Photocopy Equipment	0	472
<b>TOTAL RENT</b>	<u>\$875</u>	<u>\$1,055</u>
<b>REPAIR AND MAINTENANCE:</b>		
Maintenance Contracts	\$144	\$15
<b>TOTAL REPAIR AND MAINTENANCE</b>	<u>\$144</u>	<u>\$15</u>
<b>OTHER EXPENSES:</b>		
Dues	\$350	\$400
Registration Fees for Training	140	340
Photographic and Film Processing	9	0
Tuition	0	27
<b>TOTAL OTHER EXPENSES</b>	<u>\$499</u>	<u>\$767</u>
<b>EQUIPMENT:</b>		
Office	\$0	\$1,616
<b>TOTAL EQUIPMENT</b>	<u>\$0</u>	<u>\$1,616</u>
<b>TRANSFER ADMINISTRATIVE COSTS</b>	<u>\$ 5,173</u>	<u>\$ 5,236</u>
<b>TOTAL ALL EXPENDITURES</b>	<u>\$41,504</u>	<u>\$52,687</u>
<b>TOTAL APPROPRIATION</b>	<u>\$49,699</u>	<u>\$52,736</u>
<b>UNEXPENDED APPROPRIATION</b>	<u>\$ 8,195</u>	<u>\$ 49</u>
<b>CASH BALANCE - FYE</b>	<u>\$27,826</u>	<u>\$22,764</u>

**VII. BOARD MEMBERSHIP DURING BIENNIAL**

Jeannette S. Buchanan, R.D.H., P. O. Box 2481, Missoula, MT	03/29/89
Elmer N. Cox, 1925 First Avenue North, Great Falls, MT	01/04/87
Robert W. Fritz, 907 Helena Avenue, Helena, MT	03/29/89
Byron J. Greany, D.D.S., 115 West Commercial, Anaconda, MT	03/29/87
Jack T. Noonan, D.D.S., 114 - 13th Street South, Great Falls, MT	03/29/88
James W. Olson, D.D.S., 215 North 10th Street, Hamilton, MT	03/29/86
Robert W. Rector, D.M.D., 424 Third Street, Havre, MT	03/29/90
David B. Tawney, D.D.S., 1547 South Higgins, Missoula, MT	03/29/85

BOARD OF DENTISTRY

**VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD**

Chapter 518, L. 1985, An act to require an anesthesiologist, anesthetist, or other trained professional to administer and monitor general anesthetics during dental procedures; to grant the Board of Dentistry authority to adopt rules regulating dental anesthetics and dental advertising.

Chapter 449, L. 1985, An act permitting certain dental hygienists to administer local anesthetic agents; removing the requirement that an applicant for a license to practice dental hygiene submit to an oral interview.

Chapter 548, L. 1985, An act revising, for administrative purposes, the laws relating to regulation of the practice of denturitry; requiring the Board of Denturitry to meet at least twice a year and add a dentist to the Board; abolishing the Fair Practice Committee; providing that funds collected by the Board must be deposited in the State Special Revenue Fund; abolishing provisions for payment of claims that are inconsistent with other state statutes; giving the Board of Denturitry general and specific rulemaking authority; clarifying the Board's right to enter into reciprocal relations with other states and territories; giving the Board additional authority to set and modify fees; giving the Board authority to alter future renewal dates for licenses; giving the Board authority to define by rule unprofessional conduct for the purpose of establishing disciplinary conduct standards; providing for review of contested case decisions of the Board in conformity with the Montana Administrative Procedure Act; providing the Board with authority to sue to enjoin the unlicensed practice of denturitry; providing for Sunset Review; providing procedures for making and fitting partial dentures and for making x-rays; making the provisions of Title 37, Chapter 1, and Title 2, Chapter 4 and 15, applicable to the powers and duties of the Board; making reporting requirements of elderly abuse applicable to denturists; and providing for advertising restrictions.

**IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM**

To up-grade automation of the renewal process. Revamp oral examination. Explore feasibility of licensing/certifying dental labs. Continue to up-date rules and statutes through appropriate procedures.

## BOARD OF DENTURITRY

### I. GOALS AND OBJECTIVES

Goals: To provide freedom in choice of denture services to the public by granting licenses only to those qualified candidates.

Objectives: To assure the public that denture services are performed by licensed denturists; investigate complaints received; proctor examinations; issue licenses to qualified candidates; and monitor continuing education programs for licensees.

### II. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

FY 85

Examinations Given	12
Licenses Issued	12

### III. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 85</u>
Dentist running a dental lab and using a technician who is posing as a denturist.	Referred to Board of dentistry as no jurisdiction over dentists or unlicensed persons.	2

### IV. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

None

### V. FISCAL INFORMATION

FY 85

#### REVENUE:

Application Fee	\$3,000
Original License Fee	2,400
Duplicate License Fee	50
TOTAL REVENUE	<u>\$5,450</u>

#### EXPENDITURES:

##### PERSONAL SERVICES:

Salaries	\$ 827
Other Compensation	450
Employee Benefits	159
TOTAL PERSONAL SERVICES	<u>\$1,436</u>

##### OPERATING EXPENSES:

##### CONTRACTED SERVICES:

Consultant and Professional Services	\$ 36
Legal Fees and Court Costs	1,459
Systems Development and Supplies	4
Printing	97
TOTAL CONTRACTED SERVICES	<u>\$1,596</u>

## BOARD OF DENTURITRY

FY 85

## SUPPLIES AND MATERIALS:

Office Supplies - Central Stores	\$17
Office Supplies - Non-state Provider	6
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>\$23</b>

## COMMUNICATIONS:

Telephone - Local Service and Equipment	\$ 23
Postage and Mailing	59
Telephone - STS Usage	31
<b>TOTAL COMMUNICATIONS</b>	<b>\$113</b>

## TRAVEL:

In-state Personal Car Mileage	\$101
In-state Commercial Transportation	266
In-state Lodging	129
In-state Meals Overnight	118
<b>TOTAL TRAVEL</b>	<b>\$614</b>

## RENT:

Photocopy Equipment	\$30
<b>TOTAL RENT</b>	<b>\$30</b>

<b>TOTAL ALL EXPENDITURES</b>	<b>\$3,812</b>
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<b>TOTAL APPROPRIATION</b>	<b>\$4,000</b>
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<b>UNEXPENDED APPROPRIATION</b>	<b>\$ 188</b>
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<b>CASH BALANCE - FYE</b>	<b>\$1,880</b>
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**VI. BOARD MEMBERSHIP DURING BIENNUIUM**

Lee Wiser, 111 North C Street, Livingston, MT	01/11/88
Brent Kandarian, 220 East Center, Kalispell, MT	01/11/87
Elsie Fox, P. O. Box 222, Miles City, MT	01/11/87
Henry Siderius, 3020 Highway 93, South Kalispell, MT	01/11/88
Everett Van Den Eden, 2034 Broadwater Avenue, Billings, MT	04/18/55
Gayle Rosett, 928 Broadwater, Billings, MT	01/11/89

**VII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD**

Initiative 97, effective December 1, 1984, created the Board of Denturitry. HB 649, Chapter 548, Montana Session Laws 1985 revised the Initiative to grant rulemaking authority; to set and modify fees; deposit of funds; reciprocity; alter renewal dates; establish disciplinary standards; provide for review of contested cases; provide the Board with the authority to sue to enjoin the unlicensed practice of denturitry; provide for sunset review; provide procedures for making and fitting partial dentures and for making x-rays; provide for advertising restrictions; and make reporting requirements of elderly abuse applicable to denturists.

**VIII. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM**

(1) Propose legislation for changes in examination qualifications and procedures and other areas of administrative need; and (2) Draft rules to carry out the provisions of the statute.

## STATE ELECTRICAL BOARD

### I. GOALS AND OBJECTIVES

Goals: To protect the health and safety of the people of this state from the danger of electrically caused shocks, fires, and explosions. To protect property from the hazard of electrically caused fires and explosions.

Objectives: It is the prime objective of this program to determine that all persons or firms making electrical installations for others are qualified by training and experience and are properly licensed in Montana to engage in the business, trade, or calling of electrical contractor or electrician.

### II. SUMMARY OF BOARD ACTIVITIES

Gave six examinations per year to be sure all applicants were qualified to do electrical wiring. Held three board meetings in FY 84, and four in FY 85. Reviewed all applications to be sure each one had the experience required to become an electrician. Worked closely with the inspection division to be sure that all electricians are licensed and follow electrical code for the pro-electricians of the public. Continued the use of the Educational Testing Service, Multi-State Electrical Licensing Test to ensure the examination fairly tests the applicants knowledge, abilities and skills in electricity.

### III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

	FY 84	FY 85
Applications Received by Category (approved)		
Journeyman	72(51)	108(62)
Master	72(40)	99(47)
Residential	7(5)	16(7)
Contractor	75	75
Examinations Given by Category (passing)		
Journeyman	116(61)	85(58)
Master	107(37)	107(49)
Residential	6(5)	5(3)
Total	229(103)	197(110)
Passing Ratio	45%	56%
Reciprocal Applications Received		
Journeyman	54	22
Master	17	8
New Licenses Issued by Category		
Journeyman	115	80
Master	54	57
Residential	5	3
Contractors	75	75
Total	249	215

## STATE ELECTRICAL BOARD

	<u>FY 84</u>	<u>FY 85</u>
Licenses Renewed by Category		
J Journeyman	1192	1226
Master	1063	1056
Residential	12	7
Contractors	592	625
Total	2859	2914
Total Licensees at FYE by Category		
J Journeyman	1307	1306
Master	1117	1113
Residential	17	10
Contractors	667	700
Total	3108	3129

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

<u>TYPE OF COMPLAINT</u>	<u>FY 84</u>	<u>FY 85</u>
Master License Complaints	4	3
Resolved	1	3
Unresolved	2	0
Filed with County Attorney	0	0
Suspension of License	0	1
J Journeyman License Complaints	0	1
Resolved	0	0
Unresolved	0	1
Non-licensed People Complaints	6	6
Resolved	2	4
Unresolved	4	2
Filed with County Attorney	4	1
No Action Taken with County Attorney	2	0

V. LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

	<u>FY 84</u>	<u>FY 85</u>
Revoked	0	0
Suspended	0	1
Failure to Pay Renewal Fees:		
J Journeyman	137	81
Master	62	61
Contractors	83	42
Residential	5	10

## STATE ELECTRICAL BOARD

VI. FISCAL INFORMATION

FY 84

FY 85

## REVENUE:

Electrical Contractor	\$ 16,335	\$ 30,685
Master Orig/Renewal	9,070	18,385
Master Delinquent	143	245
Journeyman Orig/Renewal	4,654	8,353
Journeyman Delinquent	181	205
Residential Orig/Renewal	69	173
Residential Delinquent	8	0
Copies of Documents	70	0
Electrician Exam	1,850	1,900
Electrician Reciprocity	490	340
Code Book	10	0
<b>TOTAL REVENUE</b>	<b>\$ 32,880</b>	<b>\$ 60,286</b>

## EXPENDITURES:

## PERSONAL SERVICES:

Salaries	\$ 26,968	\$ 21,136
Employee Benefits	5,395	4,218
Other Compensation	2,650	2,850
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 35,014</b>	<b>\$ 28,204</b>

## CONTRACTED SERVICES:

Consult. & Prof. Serv.	\$ 172	\$ 4
Legal Fees & Court Costs	2,553	1,586
Printing	1,059	1,056
Secretary of State Filing Fees	0	8
Computer Proc. Serv./D of A	303	300
Computer Proc. Serv./Non-state	0	25
Sys. Dev. & Sup./D of A	350	359
<b>TOTAL CONTRACTED SERVICES</b>	<b>\$ 4,437</b>	<b>\$ 3,337</b>

## SUPPLIES &amp; MATERIALS:

Photo & Reproduction	\$ 0	\$ 8
Maps, Charts & Pamphlets	1	0
Books & Reference Manuals	34	0
Paper/Central Stores	0	12
Supplies/Shop/Tools/Minor Equip	3	0
Photographic	0	9
Office Supplies/Central Store	115	100
Office Supplies/Non-state provider	142	412
General	28	26
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>\$ 323</b>	<b>\$ 568</b>

## COMMUNICATIONS:

Telephone - Local Serv. & Equip.	\$ 116	\$ 372
Telephone - Long Distance Use	79	49
Postage & Mailing	1,810	1,226
Advertising	0	27
Telephone - STS Usage	208	128
Telephone - Onetime Charges	0	342
<b>TOTAL COMMUNICATIONS</b>	<b>\$ 2,213</b>	<b>\$ 2,144</b>

## TRAVEL:

In-state Personal Car Mileage	\$ 1,990	\$ 1,768
In-state Motor Pool	703	78

STATE ELECTRICAL BOARD	FY 84	FY 85
In-state Meals	927	253
In-state Meals Overnight	0	433
In-state Lodging	1,026	706
Out-of-state Commercial Trans.	0	437
Out-of-state Meals	0	80
Out-of-state Lodging	0	149
TOTAL TRAVEL	\$ 4,646	\$ 3,903
RENT:		
Meeting Rooms	\$ 50	\$ 114
Photo Copy Equipment	0	88
Rent/D of A Building	977	789
TOTAL RENT	\$ 1,027	\$ 991
REPAIR & MAINTENANCE:		
Maintenance Contract	\$ 184	\$ 141
TOTAL REPAIR & MAINTENANCE	\$ 184	\$ 141
OTHER EXPENSES:		
Registration Fees for Training Conf.	\$ 0	\$ 25
Relocation	0	95
Tuition	43	50
Indirect Admin. Costs.	12,933	13,091
Photographic & Film Processing	0	3
TOTAL OTHER EXPENSES	\$ 12,967	\$ 13,263
TOTAL OPERATING EXPENSES	\$ 25,806	\$ 24,347
EQUIPMENT:		
Office Equipment	\$ 1,250	\$ 179
TOTAL EQUIPMENT	\$ 1,250	\$ 179
TOTAL ALL EXPENDITURES	\$ 62,070	\$ 52,730
TOTAL APPROPRIATION	\$ 69,179	\$ 73,173
UNEXPENDED APPROPRIATION	\$ 7,110	\$ 20,446
CASH BALANCE - FYE	\$ 113,401	\$ 114,033

#### VII. BOARD MEMBERSHIP DURING BIENNUM

Albert Bersanti, 2811 Walnut, Butte, MT 59701	7/1/89
Kenneth Olsen, P.O. Box 31491, Billings, MT 59107	7/1/88
Edger Justesen, 1610 East Ames, Glendive, MT, 59330	7/1/87
Jerry L Painter, 121 4th St. N., Suite 2G, Great Falls, MT 59401	10/7/83
James Lewis, 714 2nd St., Helena, MT 59601	7/1/86
Charles Powell, Box 5, Kalispell, Mt 59901	7/1/85

#### VIII. RECOMMENDATION FOR ADMINISTRATION OF PROGRAM

Microfilm all board records and automate all operations of the board.

## BOARD OF HEARING AID DISPENSERS

### I. GOALS AND OBJECTIVES

Goals: To assure the public that all licensed hearing aid dispensers are duly qualified to dispense and fit hearing aids.

Objectives: To assure the public that persons dispensing hearing aids are fully qualified by proctoring examinations; issue licenses to successful candidates; and to investigate complaints filed against licensees.

### II. SUMMARY OF BOARD ACTIVITIES

In FY 85 the Board proposed a complete revision of their statutes. The Board revised the practical examination into a structured oral/practical examination in FY 85. Two Board meetings, two examinations, and one conference call were held in FY 84. In FY 85 two Board meetings and two examinations were held. In FY 84 one rule change was noticed and adopted.

### III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

	<u>FY 84</u>	<u>FY 85</u>
Applications Received by Category		
Trainee	19	17
Hearing Aid Dispensers (Reciprocal)	0	1
Audiologists	0	7
New Licenses Granted by Category		
Trainee	17	15
Hearing Aid Dispensers	60	11
Licenses Renewed	0	65
Total Licensees at FY End by Category		
Trainees	17	15
Hearing Aid Dispensers	60	65

### IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
Misleading advertising.	Closed.	2	2
Alleged misuse of term "Audiologist."	Closed.		2
Unsatisfactory hearing aid leading to refunds.	Closed. Pending	8	5
Hearing aid not working- refund not necessary, but must work with person.	Closed. Pending.	4	2

BOARD OF HEARING AID DISPENSERS

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
Using pressure tactics, bolt and switch operations. Pending.	Closed.	1	3
Trainee theft from employer.	Pending.		3
Misrepresentation of make of hearing aid.	Closed.	2	
Paid for hearing aids but never received them.	Closed.	3	

<u>V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION</u>	<u>FY 84</u>	<u>FY 85</u>
Revoked	0	1
Other Disciplinary Action	1	1
Failure to Pay Renewal Fee	3	14

<u>VI. FISCAL INFORMATION</u>	<u>FY 84</u>	<u>FY 85</u>
REVENUE:		
Temporary	\$ 730	\$ 825
Original	1,360	1,120
Renewal	4,800	5,200
Penalty Fee	24	48
Copies of Documents	48	72
TOTAL REVENUE	\$6,962	\$7,265

EXPENDITURES:

PERSONAL SERVICES:		
Salaries	\$ 1,801	\$ 2,384
Other Compensation	800	900
Employee Benefits	355	442
TOTAL PERSONAL SERVICES	\$2,956	\$3,726

OPERATING EXPENSES:		
CONTRACTED SERVICES:		
Consultant and Professional Services	\$ 75	\$ 3
Legal Fees and Court Costs	665	457
Printing	139	111
Written Examination Fees	400	300
Private Legal Counsel	0	598
Secretary of State Filing Fees	75	8
Computer Processing Services	118	74
Systems Development and Supplies	125	62
TOTAL CONTRACTED SERVICES	\$1,597	\$1,613

SUPPLIES AND MATERIALS:		
Photo and Reproduction	\$0	\$ 6
Office Supplies - Central Stores	0	18
Office Supplies - Non-state Provider	0	3
General	1	3
TOTAL SUPPLIES AND MATERIALS	\$1	\$30

## BOARD OF HEARING AID DISPENSERS

	<u>FY 84</u>	<u>FY 85</u>
<b>COMMUNICATIONS:</b>		
Telephone - Local Service and Equipment	\$ 0	\$ 23
Telephone - Long Distance	20	131
Postage and Mailing	283	330
Telephone - STS Usage	16	55
<b>TOTAL COMMUNICATIONS</b>	<u>\$319</u>	<u>\$539</u>
<b>TRAVEL:</b>		
In-state Personal Car Mileage	\$371	\$472
In-state Meals	162	65
In-state Meals Overnight	0	121
In-state Lodging	110	153
<b>TOTAL TRAVEL</b>	<u>\$643</u>	<u>\$811</u>
<b>RENT:</b>		
Photocopy Equipment	\$ 0	\$20
Department of Administration Buildings	86	50
<b>TOTAL RENT</b>	<u>\$86</u>	<u>\$70</u>
<b>REPAIR AND MAINTENANCE:</b>		
Maintenance Contracts	\$26	\$0
<b>TOTAL REPAIR AND MAINTENANCE</b>	<u>\$26</u>	<u>\$0</u>
<b>OTHER EXPENSES:</b>		
Indirect Administrative Costs	\$354	\$358
<b>TOTAL OTHER EXPENSES</b>	<u>\$354</u>	<u>\$358</u>
<b>TOTAL ALL EXPENDITURES</b>	<b>\$ 5,982</b>	<b>\$ 7,147</b>
<b>TOTAL APPROPRIATION</b>	<b>\$ 5,732</b>	<b>\$ 7,681</b>
<b>UNEXPENDED APPROPRIATION</b>	<b>(\$258)</b>	<b>\$ 533</b>
<b>CASH BALANCE - FYE</b>	<b>\$11,256</b>	<b>\$11,774</b>

**VII. BOARD MEMBERSHIP DURING BIENNIAL**

Barbara Going, P. O. Box 1174, Great Falls, MT	07/01/86
Robert Jurovich, 2047 Grand Avenue, Billings, MT	07/01/87
Dudley Anderson, 943 Stephens, Missoula, MT	07/01/88
Dr. William Simic, 905 Helena Avenue, Helena, MT	07/01/88
Ruth Chisholm, 502 East State, Helena, MT	07/01/87

**VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD**

The June 6th Board meeting was declared invalid in District Court for violating the Open Meeting Law. HB 226, Chapter 404, Montana Session Laws 1985 was a general revision of the statute providing for a continuing education requirement; revising the trainee license law; and giving the Board authority to fine licensees for violations of Board law and rules.

**IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM**

(1) Revise rules to comply with law revisions; (2) hold written examinations 6 times a year; and (3) utilize fine provision on disciplinary actions.

## BOARD OF HORSE RACING

### I. GOALS AND OBJECTIVES

Goals: To promote and encourage the raising and racing of race horses in Montana; encourage track management to improve their facilities; better protect the betting public; give all state personnel better training; update the license process and screening of applicants; make the Board more responsive to the immediate problems; and continue to improve trainers examinations to protect the public from unqualified trainers.

### II. SUMMARY OF BOARD ACTIVITIES

Monthly Board meetings. Annual spring seminar for officials and employees. Conduct hearings. Participate in NASRC (National Association of State Racing Commission).

### III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

	FY 84	FY 85
Licenses Issued by Category		
Owners	959	998
Owner-Trainer	627	490
Trainer	115	162
Jockey	94	114
Apprentice Jockey	25	7
Jockey Agent	7	4
Track	13	12
Official	146	121
Pari-mutuel	466	432
Occupational	1,052	987
Stable	62	61
Authorized Agent	8	7
TOTAL LICENSES	<u>3,574</u>	<u>3,395</u>
Examinations Given by Category		
Trainers	44	48

### IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>Calendar Years 1984 and 1985</u>
Protest against pari-mutuel.	Dismissed. Settled.	4 1
Protest against stewards.	Dismissed. Overturned.	11 1
Protest against assistant starter.	Reprimanded.	1
Protest against licensee-financial.	No action taken. Suspended.	1 1
Protest against racing secretary.	No action taken.	1

## BOARD OF HORSE RACING

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTIONCalendar Years 1984 and 1985

Revoked				2		
Suspended				4		
Other Disciplinary Action				156		
		TOTAL		FINE		FINE AND SUSPENSION
	1984	1985	1984	1985	1984	1985
(Based on 1984 & 1985 Racing Seasons)						
Bad Test (Medication)	5	2	0	1	5	1
Electrical Device	4	0	0	0	4	0
No Protective Helmet	2	0	2	0	0	0
Careless Riding	31	30	28	28	3	2
Failure to Bring Horse to Paddock	4	1	4	1	0	0
Not Properly Licensed	1	1	1	1	0	0
Miscellaneous	6	24	3	22	3	2
Failure to Comply with Official	6	2	6	2	0	0
Late to Jockey Room	5	5	5	5	0	0
Ineligible Entry	6	10	6	10	0	0
Financial (3 Fines Settled in 1984)	4	1	3	0	1	1
Frivolous Claim of Foul	1	1	1	1	0	0
Tampering with Scale	0	1	0	1	0	0
Bringing Wrong Horse to Paddock	0	2	0	2	0	0
Failure to Identify Horse	0	1	0	1	0	0
TOTAL	75	81	59	75	16	6

VI. FISCAL INFORMATION

## REVENUE:

	<u>FY 84</u>	<u>FY 85</u>
Racing Personnel	\$ 55,389	\$ 58,519
Pari-mutuel Betting	153,233	147,105
Horse Racing Violations	5,055	6,970
Veterinarian Reimbursement	0	5,500
Rulebooks	0	730
TOTAL REVENUE	\$213,677	\$218,824

## EXPENDITURES:

## PERSONAL SERVICES:

	<u>FY 84</u>	<u>FY 85</u>
Salaries	\$128,138	\$114,258
Other Compensation	5,150	4,750
Employee Benefits	13,787	13,079
TOTAL PERSONAL SERVICES	\$147,075	\$132,087

## BOARD OF HORSE RACING

	<u>FY 84</u>	<u>FY 85</u>
<b>OPERATING EXPENSES:</b>		
<b>CONTRACTED SERVICES:</b>		
Consultant and Professional Services	\$ 1,077	\$15,766
Legal Fees and Court Costs	15,950	16,264
Printing	3,510	2,539
Photographic	1	0
Private Legal Services	200	0
Consultant and Other Travel	182	1,156
Secretary of State Filing Fees	617	359
Computer Processing Services	688	168
Systems Development and Supplies	690	225
General	0	5
<b>TOTAL CONTRACTED SERVICES</b>	<b>\$22,915</b>	<b>\$36,482</b>
<b>SUPPLIES AND MATERIALS:</b>		
Photo and Reproduction	\$2,327	\$ 31
Gasoline	0	4
Books and Reference Materials	357	20
Paper	4	28
Radio Supplies/Minor Equipment	0	10
Shop Supplies/Tools/Minor Equipment	0	2
Photographic	1,711	140
Office Supplies - Central Stores	122	217
Office Supplies - Non-state Provider	373	3,655
Microfilm Supplies	1,026	1,210
Veterinary Supplies	121	0
General	251	240
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>\$6,292</b>	<b>\$5,557</b>
<b>COMMUNICATIONS:</b>		
Telephone - Local Service and Equipment	\$ 220	\$ 521
Telephone - Long Distance	1,567	1,385
Postage and Mailing	1,134	1,138
Telephone - STS Usage	601	936
Telephone - One-time Charges	49	2
<b>TOTAL COMMUNICATIONS</b>	<b>\$3,571</b>	<b>\$3,982</b>
<b>TRAVEL:</b>		
In-state Personal Car Mileage	\$11,550	\$ 8,483
In-state Commercial Transportation	1,970	2,386
In-state Aircraft Rental	486	0
In-state Other	24	19
In-state Meals Overnight	9,077	6,938
In-state Lodging	9,673	8,326
In-state Motor Pool	1,085	1,268
In-state Car Rental	224	376
Out-of-state Commercial Transportation	1,431	1,074
Out-of-state Other	7	0
Out-of-state Meals	436	266
Out-of-state Lodging	667	423
Out-of-state Personal Car Mileage	414	0
<b>TOTAL TRAVEL</b>	<b>\$37,044</b>	<b>\$29,559</b>

BOARD OF HORSE RACING

	<u>FY 84</u>	<u>FY 85</u>
<b>RENT:</b>		
Office Equipment	\$ 0	\$ 36
Other Equipment	15	12
Films	0	30
Meeting Rooms	43	0
Photocopy Equipment	13	188
Department of Administration Buildings	2,100	1,995
General	538	0
<b>TOTAL RENT</b>	<u>\$2,709</u>	<u>\$2,261</u>
<b>REPAIR AND MAINTENANCE:</b>		
Office Equipment	\$ 35	\$ 0
Photographic Equipment	171	73
Maintenance Contracts	246	83
<b>TOTAL REPAIR AND MAINTENANCE</b>	<u>\$452</u>	<u>\$156</u>
<b>OTHER EXPENSES:</b>		
Dues	\$1,400	\$ 1,400
Subscriptions	162	75
Registration Fees for Training	644	325
Tuition	85	0
Freight and Express	96	31
Licenses	0	13
Sport Event/Meet Expenses	3,830	8,000
Photographic and Film Processing	0	1,027
<b>TOTAL OTHER EXPENSES</b>	<u>\$6,217</u>	<u>\$10,871</u>
<b>TOTAL OPERATING EXPENSE:</b>	<b>\$ 79,200</b>	<b>\$ 88,869</b>
<b>EQUIPMENT:</b>		
Office	\$1,387	\$0
<b>TOTAL EQUIPMENT</b>	<u>\$1,387</u>	<u>\$0</u>
<b>TRANSFER ADMINISTRATIVE COSTS</b>	<b>\$ 21,733</b>	<b>\$ 21,997</b>
<b>TOTAL ALL EXPENDITURES</b>	<b>\$249,395</b>	<b>\$242,953</b>
<b>TOTAL APPROPRIATION</b>	<b>\$283,432</b>	<b>\$305,175</b>
<b>UNEXPENDED APPROPRIATION</b>	<b>\$ 34,037</b>	<b>\$ 62,222</b>
<b>CASH BALANCE - FYE</b>	<b>\$ 70,242</b>	<b>\$ 46,112</b>

**VII. BOARD MEMBERSHIP DURING BIENNIAL**

Linda King, P. O. Box 5804, Helena, MT	07/01/85
Harold Gerke, 1201 Clark Avenue, Billings, MT	01/20/89
John Trippe, Drawer E, Seeley Lake, MT	01/20/89
Malvin Merja, General Delivery, Sun River, MT	01/20/88
Terry Wagner, Route 2, P. O. Box 3104, Miles City, MT	01/20/88
Chuck O'Reilly, 1050 North Warren, Helena, MT	01/20/87

BOARD OF HORSE RACING

VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

In the matter of the Petition of Al Carruthers and Tom Williams, the Supreme Court affirmed a District Court decision that the Board acted correctly in a case involving a stewards' decision disqualifying a horse in a race. The Board's hearing procedure and its interpretation of its own rules were also upheld.

In a case involving assignment of race dates for the 1985 season, the District Court in Helena sent the case back to the Board with some comments on how to handle problems resulting from conflicting applications for the same race dates.

IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM

To develop an apprenticeship program for officials. To increase the pool of qualified officials. To upgrade the racing seminar. To encourage tracks to operate at a profit. To upgrade the collection process and accountability of urine and blood tests of race horses. To continue to inform the public.

## BOARD OF LANDSCAPE ARCHITECTS

### I. GOALS AND OBJECTIVES

Goals: Protecting the citizens of this state by insuring that only fully qualified individuals are licensed to represent themselves to the public as landscape architects.

Objectives: To assure the public that persons representing themselves as landscape architects are fully qualified by investigating complaints as received; enforcing the statutes and rules of the Board; giving the Council of Landscape Architects Registration Boards Uniform National Examination once each year; issuing licenses to candidates passing the examination and to those applicants applying for licensure by reciprocity and meeting the requirements as set forth by statute and rule.

### II. SUMMARY OF BOARD ACTIVITIES

Administered the Uniform National Examination in June, 1984, and June, 1985. Arranged for review of the Uniform National Examination for those candidates who were unsuccessful on the examination, upon request. Conducted required Board meetings.

### III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

	<u>FY 84</u>	<u>FY 85</u>
Applications Received by Category		
New Applications for Examination	8	3
Re-take Examinations	8	5
Reciprocity	0	0
Examinations Given by Category (Passing)		
Section A	8	1
Section B	6	2
Section C	11	2
Section D	14	1
New Licenses Granted by Category		
Reciprocity	1	0
Examinations	0	6
Licenses Renewed by Category		
Landscape Architects	56	60
Total Licensees at FY End by Category		
Landscape Architects	56	61

### IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
Regarding advertising.	Resolved through Board correspondence.	0	1*

## BOARD OF LANDSCAPE ARCHITECTS

V.	<u>NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION</u>		
		<u>FY 84</u>	<u>FY 85</u>
	Revoked	0	0
	Suspended	0	0
	Other Disciplinary Action	0	0
	Failure to Pay Renewal Fee	4	4
VI.	<u>FISCAL INFORMATION</u>		
		<u>FY 84</u>	<u>FY 85</u>
REVENUE:			
	Renewal	\$4,635	\$6,084
	Application	750	225
	Certificate	35	245
	Examination	3,502	700
	Seals	50	175
	TOTAL REVENUE	\$8,972	\$7,429
EXPENDITURES:			
PERSONAL SERVICES:			
	Salaries	\$1,669	\$ 839
	Other Compensation - Board	250	700
	Employee Benefits	360	172
	TOTAL PERSONAL SERVICES	\$2,279	\$1,711
OPERATING EXPENSES:			
CONTRACTED SERVICES:			
	Data Processing Services	\$ 137	\$ 118
	Consultant and Professional Services	117	129
	Legal Fees and Court Costs	819	137
	Printing	25	65
	Written Examination Fees	1,464	923
	TOTAL CONTRACTED SERVICES	\$2,562	\$1,372
SUPPLIES AND MATERIALS:			
	Office Supplies	\$14	\$206
	Photo and Reproduction	0	0
	Books and Reference Materials	60	0
	TOTAL SUPPLIES AND MATERIALS	\$74	\$206
COMMUNICATIONS:			
	Telephone - Long Distance	\$ 15	\$ 30
	Postage and Mailing	125	173
	Telephone - STS Usage	20	43
	TOTAL COMMUNICATIONS	\$160	\$246

BOARD OF LANDSCAPE ARCHITECTS

	<u>FY 84</u>	<u>FY 85</u>
<b>TRAVEL:</b>		
In-state Personal Car Mileage	\$ 311	\$ 437
In-state Commercial Transportation	66	252
In-state Motor Pool	0	0
In-state Other	0	5
In-state Meals	71	134
In-state Lodging	48	120
Out-of-state Commercial Transportation	655	504
Out-of-state Other	0	304
Out-of-state Meals	39	112
Out-of-state Lodging	68	228
<b>TOTAL TRAVEL</b>	<u>\$1,258</u>	<u>\$2,096</u>
<b>RENT:</b>		
Photocopy Equipment	\$ 0	\$42
Department of Administration Buildings	64	30
<b>TOTAL RENT</b>	<u>\$64</u>	<u>\$72</u>
<b>REPAIR AND MAINTENANCE:</b>		
Maintenance Contracts	\$16	\$0
<b>TOTAL REPAIR AND MAINTENANCE</b>	<u>\$16</u>	<u>\$0</u>
<b>OTHER EXPENSES:</b>		
Dues	\$400	\$400
Registration Fees for Training	50	65
Freight and Express	5	6
<b>TOTAL OTHER EXPENSES</b>	<u>\$455</u>	<u>\$471</u>
<b>TOTAL OPERATING EXPENSE:</b>	<u>\$ 4,589</u>	<u>\$ 4,463</u>
<b>TRANSFER ADMINISTRATIVE COSTS</b>	<u>\$ 464</u>	<u>\$ 470</u>
<b>TOTAL ALL EXPENDITURES</b>	<u>\$ 7,332</u>	<u>\$ 6,644</u>
<b>TOTAL APPROPRIATION</b>	<u>\$ 6,060</u>	<u>\$ 7,750</u>
<b>UNEXPENDED APPROPRIATION</b>	<u>-\$ 870</u>	<u>\$ 102</u>
<b>CASH BALANCE - FYE</b>	<u>\$10,713</u>	<u>\$11,426</u>

**VII. BOARD MEMBERSHIP DURING BIENNIAL**

Esther Hamel, Chairperson, Public Member Chalimar Farms, P. O. Box 68, Saint Ignatius, MT 59868	07/01/86
Dick Mayer, L.A., Vice-Chairperson 527 Diehl Drive, Helena, MT 59601	07/01/86
Jack Ervin, Public Member MPC, P. O. Box 38, Colstrip, MT 59323	07/01/88
Sandra K. Fischer, L.A. 490 North 31st, Suite 4, Billings, MT 59101	07/01/89
Richard K. Pohl, L.A. 422 South 6th Avenue, Bozeman, MT 59715	07/01/89

BOARD OF LANDSCAPE ARCHITECTS

**VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD**

None

**IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM**

Keeping alert to more efficient methods of protecting the public. Assist interested persons in becoming registered as landscape architects. Keeping the Board members aware of landscape architecture on a national level as information is received from the Council of Landscape Architect Registration Boards.

## BOARD OF MEDICAL EXAMINERS

### I. GOALS AND OBJECTIVES

Goals: To carry out the intent of the law so that the public will have confidence in those individuals licensed to practice medicine, acupuncture, podiatry, emergency medical technicians, and physician's assistants.

Objectives: To enforce the Medical Practice Act and rules of the Board. To assure and protect the public that persons representing themselves as an M.D., podiatrist, acupuncturist, physician's assistant, osteopath, and E.M.T. are fully qualified. To provide 2600 annual renewals; provide examinations for 350 applicants per year; and to try to salvage and rehabilitate the impaired physician.

### II. SUMMARY OF BOARD ACTIVITIES

During FY 84 the Board met four times, and in FY 85 the Board met five times, due to an increase in complaints and impaired physicians. Each meeting is two days in length. In FY 84 three Board members attended the Federation of State Medical Boards meeting in San Antonio, and in FY 85 three Board members attended the FSMB meeting in Atlanta. One Board member attended a workshop in San Francisco dealing with the new FLEX examination proctoring and security matters. The new FLEX examination was implemented in June 1985. The Board investigator was sent to Washington, D.C. for a training session in investigation techniques in FY 85.

### III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

	<u>FY 84</u>	<u>FY 85</u>
Applications Received by Category		
M.D.	126	142
E.M.T.	342	374
Podiatry	7	2
Acupuncture	7	7
Physician's Assistant	4	4
Examinations Given by Category (Passing)		
M.D.	2	(0)
E.M.T.	318	(222)
Acupuncture	7	5
New Licenses Granted by Category		
M.D.	125	105
E.M.T.	222	213
Podiatry	7	2
Acupuncture	7	5
Physician's Assistant	4	4
Licenses Renewed by Category		
M.D.	1,923	1,954
E.M.T.	200	547
Podiatry	37	44
Acupuncture	25	31
Osteopath	23	22
Physician's Assistant	8	11

## BOARD OF MEDICAL EXAMINERS

	<u>FY 84</u>	<u>FY 85</u>
Total Licensees at FY End by Category		
M.D.	1,980	2,055
E.M.T.	1,221	1,233
Podiatry	44	46
Acupuncture	32	36
Osteopath	23	22
Physician's Assistant	12	14

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
Unprofessional conduct.	Retire from practice for 18 months.	1	
	Hearing-6 month temporary with restrictions.	1	
	Suspend license based on felony conviction.	1	
	Set for hearing.	1	
	No violation of MPA.	1	
	Reinstate license with warning.	1	
	Hearing-probation.	1	
	Agreement with Board.	1	
	Justice Department handling.	1	
	Temporary license with restrictions.	1	
	Under investigation.	1	
Improper practice of medicine.	Emergency suspension of o.b. practice.	1	
	Settled amongst doctors.	1	
	No violation of MPA.	3	1
	Under investigation.	1	3
	License revoked on another state's action.	1	
	Left state-license revoked for non-renewal.	1	
	Investigation-agreement with Board.	1	
	Set for hearing.	1	
	Complaint dropped.	1	
	Reprimand.	1	
Excessive prescribing.	No violation of MPA.	1	
	Monitor.	1	2
	Warning.	1	
	Under investigation.	2	
Large drug purchases.	Refer to DEA to audit.	1	
	Warning.	1	
Impaired physicians.	Emergency suspension of license.	1	
	Investigated-no violation.	1	1
	Under investigation.	4	2
	Monthly interview and locum.	1	
	Rehabilitation-reinstatement.	1	
	License limited to anesthesia.	1	

## BOARD OF MEDICAL EXAMINERS

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
	Voluntarily closed practice.		1
	Recommended professional help.		2
	Permanent license with restrictions for two years.		1
	Monitor.		1
	Agreement with Board.		3
	Temporary license with restrictions.		1
Practice of medicine without a license and false advertising.	Referred to County Attorney.	1	3
	Passed exam-was licensed.		1
	Referred to Chiropractors Board.		1
	Under investigation.		1
Doctor/patient conflicts.	No violation of MPA.	10	21
	Referred to Podiatry Association Ethics Committee.	1	
	Resolved by physician.		1
	Complaint dropped.		1
	Reprimand.		1
	Under investigation.		2
Miscellaneous.	Not under Board's jurisdiction.	1	

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

	<u>FY 84</u>	<u>FY 85</u>
Revoked	2	0
Suspended	3	0
Other Disciplinary Action	3	17
Failure to Pay Renewal Fee	29	27

VI. FISCAL INFORMATION

<u>REVENUE:</u>	<u>FY 84</u>	<u>FY 85</u>
Physician Reciprocity	\$12,104	\$14,200
Physician Temporary	2,190	2,270
Physician Active Renewal	53,423	52,835
Physician Penalty-Late Renewal	420	770
Podiatrist Reciprocity	250	150
Podiatrist Original Renewal	1,150	1,010
Acupuncture Original Renewal	500	620
Acupuncture Reciprocity	0	20
EMT Original Application (\$2.50)	683	298
EMT Recertification (\$5.00)	1,000	0
Osteopathic Active Practice	105	135
Osteopathic Inactive Practice	112	97
Physician Locum	0	160
Physician Inactive Renewal	0	55
PA Util. Plan Approval	585	200
PA Util. Plan Renewal	280	385
Copies of Documents	0	280
M.D. Initial Examination	360	4,175
Acupuncture Examination	250	630
Podiatrist Examination	35	0
Acupuncture Investigation	330	150
<b>TOTAL REVENUE</b>	<b>\$73,777</b>	<b>\$78,440</b>

## BOARD OF MEDICAL EXAMINERS

FY 84FY 85

## EXPENDITURES:

## PERSONAL SERVICES:

Salaries	\$34,235	\$44,361
Other Compensation - Board	5,650	7,900
Employee Benefits	4,942	8,233
<b>TOTAL PERSONAL SERVICES</b>	<b>\$44,827</b>	<b>\$60,494</b>

## OPERATING EXPENSES:

## CONTRACTED SERVICES:

Consultant and Professional Services	\$ 8,861	\$ 8,087
Legal Fees and Court Costs	2,723	1,636
Printing	1,282	814
Storage Fees	0	41
Written Examination Fees	480	2,465
Microfilm Services	0	2,639
Private Legal Counsel	11,420	13,654
Consultant and Other Travel	344	0
Secretary of State Filing Fees	0	143
Computer Processing Services	561	400
Systems Development and Supplies/D of A	1,165	413
Systems Development and Supplies/Non-state	456	0
General	0	36
<b>TOTAL CONTRACTED SERVICES</b>	<b>\$27,292</b>	<b>\$30,328</b>

## SUPPLIES AND MATERIALS:

Photo and Reproduction	\$ 13	\$ 37
Books and Reference Materials	1	20
Office Supplies - Central Stores	232	434
Office Supplies - Non-state Provider	56	660
General	132	346
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>\$434</b>	<b>\$1,497</b>

## COMMUNICATIONS:

Telephone - Local Service and Equipment	\$ 225	\$ 511
Telephone - Long Distance	1,219	432
Postage and Mailing	3,706	3,397
Telephone - STS Usage	275	451
Telephone - One-time Charge	11	56
Telegram Mailgram Services	0	69
<b>TOTAL COMMUNICATIONS</b>	<b>\$5,436</b>	<b>\$4,916</b>

## TRAVEL:

In-state Personal Car Mileage	\$2,113	\$ 2,405
In-state Commercial Transportation	506	428
In-state Motor Pool	277	78
In-state Other	0	2
In-state Meals	1,196	659
In-state Lodging	1,354	1,894
In-state Meals Overnight	0	747
Out-of-state Personal Car Mileage	24	127
Out-of-state Commercial Transportation	3,214	2,745
Out-of-state Other	66	103
Out-of-state Meals	379	63
Out-of-state Lodging	661	1,204
Out-of-state Meals Overnight	0	322
<b>TOTAL TRAVEL</b>	<b>\$9,790</b>	<b>\$10,777</b>

## BOARD OF MEDICAL EXAMINERS

	<u>FY 84</u>	<u>FY 85</u>
<b>RENT:</b>		
Other Equipment	\$ 20	\$ 0
Meeting Rooms	626	555
Photocopy Equipment	0	547
Department of Administration Buildings	847	658
<b>TOTAL RENT</b>	<u>\$1,493</u>	<u>\$1,760</u>
<b>REPAIR AND MAINTENANCE:</b>		
Maintenance Contracts	\$254	\$28
<b>TOTAL REPAIR AND MAINTENANCE</b>	<u>\$254</u>	<u>\$28</u>
<b>OTHER EXPENSES:</b>		
Dues	\$ 540	\$ 1,136
Subscriptions	0	36
Registration Fees for Training	820	590
Tuition	0	97
Indirect Administrative Costs	13,486	13,650
General	10	0
<b>TOTAL OTHER EXPENSES</b>	<u>\$14,856</u>	<u>15,509</u>
<b>TOTAL OPERATING EXPENSE:</b>	<b>\$ 59,555</b>	<b>\$ 64,815</b>
<b>EQUIPMENT:</b>		
Office	\$2,794	\$0
<b>TOTAL EQUIPMENT</b>	<u>\$2,794</u>	<u>\$0</u>
<b>TOTAL ALL EXPENDITURES</b>	<b>\$107,177</b>	<b>\$125,309</b>
<b>TOTAL APPROPRIATION</b>	<b>\$118,628</b>	<b>\$126,232</b>
<b>UNEXPENDED APPROPRIATION</b>	<b>\$ 11,451</b>	<b>\$ 924</b>
<b>CASH BALANCE - FYE</b>	<b>\$198,214</b>	<b>\$152,250</b>

**VII. BOARD MEMBERSHIP DURING BIENNIAL**

Richard W. Beighle, M.D., 700 West Kent, Missoula, MT	09/01/88
Edward E. Bertagnolli, M.D., P. O. Box 526, Three Forks, MT	09/01/86
Henry Gray, M.D., 601 West Spruce, Missoula, MT	09/01/84
Maurice Hamill, D.P.M., 24 East 16th, Helena, MT	10/01/86
Jerome Kohn, P. O. Box 1923, Billings, MT	10/01/85
John A. Layne, M.D., 817 - 5th Avenue North, Great Falls, MT	09/01/87
Beda Lovitt, 430 Ryman, Missoula, MT	10/01/85
Charles D. Parke, D.O., 9719 Zircon Drive S.W., Tacoma, WA	09/01/86
Thomas J. Malee, M.D., 509 North Merrill, Glendive, MT	09/01/87
John W. Strizich, M.D., 1500 Cannon, Helena, MT	09/01/85

**VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD**

Senate Bill 296 - An act to revise the examination grade requirements and re-examination procedures for a license to practice medicine; amending Section 37-3-311, MCA, and providing an immediate effective date.

**IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM**

1.48 FTE in Board office and private legal counsel.

## BOARD OF MORTICIANS

### I. GOALS AND OBJECTIVES

Goals: To protect the public's health, safety, and welfare; to maintain professional competency through continuing education requirements; and to provide information to licensees and the public concerning the disposition of dead.

Objectives: To inspect all licensed funeral homes annually; to protect the public from unscrupulous practice by examining disclosure statements to make sure they meet state and federal regulations; to guarantee that those persons licensed as interns, morticians, and funeral directors meet professional competency requirements through education and examination.

### II. SUMMARY OF BOARD ACTIVITIES

Three Board meetings, one conference call, and two examinations were held in FY 84. Two Board meetings, one conference call, and two examinations were held in FY 85. All licensed mortuaries were inspected in FY 85.

### III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

	<u>FY 84</u>	<u>FY 85</u>
Applications Received for Morticians' License	6	6
Examinations Given (Passing)	7	6
New Licenses Granted by Category		
Interns	3	3
Morticians	2	3
Reciprocity	3	0
Mortuaries	0	2
Licenses Renewed by Category		
Interns	0	2
Funeral Directors	18	18
Morticians	222	219
Mortuaries	79	80
Total Licensees at FYE by Category		
Interns	0	2
Funeral Directors	18	18
Morticians	222	219
Mortuaries	79	80

### IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
Unprofessional conduct.	No violation-case dismissed.	1	
Unlicensed practice from 1982 complaint.	Resolved in District Court, April, 1984-closed by Board action July, 1984.		1

## BOARD OF MORTICIANS

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
Illegal handling of pre-need trust accounts. Original complaint filed in 1978.	Resolved in District Court, and by Board action July, 1984.		1
Unprofessional conduct regarding services and excessive fees.	Letter of warning to one funeral home and licensed morticians. One resolved to satisfaction of both parties. One closed as no violation occurred.		3

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

	<u>FY 84</u>	<u>FY 85</u>
Other Disciplinary Action (Letter of Warning)	0	1

VI. FISCAL INFORMATION

## REVENUE:

	<u>FY 84</u>	<u>FY 85</u>
Funeral Director Renewal	\$ 930	\$ 680
Mortician Application	385	280
Mortician Late Renewal	200	400
Intern Renewal	210	380
Mortician Renewal	7,600	12,480
Mortuary Renewal	2,780	3,815
Inspection Fees	2,915	1,610
Copies of Documents	0	5
<b>TOTAL REVENUE</b>	<b>\$15,020</b>	<b>\$19,650</b>

## EXPENDITURES:

## PERSONAL SERVICES:

	<u>FY 84</u>	<u>FY 85</u>
Salaries	\$4,164	\$3,644
Other Compensation	1,850	1,950
Employee Benefits	858	698
<b>TOTAL PERSONAL SERVICES</b>	<b>\$6,872</b>	<b>\$6,292</b>

## OPERATING EXPENSES:

## CONTRACTED SERVICES:

	<u>FY 84</u>	<u>FY 85</u>
Consultant and Professional Services	\$ 0	\$ 10
Legal Fees and Court Costs	175	897
Printing	433	534
Consultant and Other Travel	0	27
Secretary of State Filing Fees	70	8
Computer Processing Services	31	11
Systems Development and Supplies	0	23
<b>TOTAL CONTRACTED SERVICES</b>	<b>\$709</b>	<b>\$1,510</b>

## SUPPLIES AND MATERIALS:

	<u>FY 84</u>	<u>FY 85</u>
Office Supplies - Central Stores	\$ 29	\$50
Office Supplies - Non-state Provider	56	6
Photo and Reproduction	0	5
General	82	0
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>\$167</b>	<b>\$61</b>

## BOARD OF MORTICIANS

	<u>FY 84</u>	<u>FY 85</u>
<b>COMMUNICATIONS:</b>		
Telephone - Long Distance	\$ 60	\$297
Telephone - Local Service and Equipment	20	10
Postage and Mailing	733	420
Telephone - STS Usage	168	179
<b>TOTAL COMMUNICATIONS</b>	<b>\$981</b>	<b>\$906</b>
<b>TRAVEL:</b>		
In-state Personal Car Mileage	\$1,629	\$1,253
In-state Motor Pool	63	0
In-state Commercial Transportation	0	325
In-state Meals	603	300
In-state Lodging	791	642
In-state Aircraft Rental	350	0
In-state Meals Overnight	0	159
Out-of-state Commercial Transportation	0	340
Out-of-state Meals	0	90
Out-of-state Lodging	0	360
<b>TOTAL TRAVEL</b>	<b>\$3,436</b>	<b>\$3,469</b>
<b>RENT:</b>		
Photocopy Equipment	\$ 0	\$ 35
Department of Administration Buildings	142	111
<b>TOTAL RENT</b>	<b>\$142</b>	<b>\$146</b>
<b>REPAIR AND MAINTENANCE:</b>		
Office Equipment	\$10	\$0
Maintenance Contracts	30	0
<b>TOTAL REPAIR AND MAINTENANCE</b>	<b>\$40</b>	<b>\$0</b>
<b>OTHER EXPENSES:</b>		
Dues	\$ 400	\$ 300
Registration Fees for Training	0	50
Indirect Administrative Costs	1,724	1,746
Photo and Film Processing	0	12
<b>TOTAL OTHER EXPENSES</b>	<b>\$2,124</b>	<b>\$2,108</b>
<b>TOTAL ALL EXPENDITURES</b>	<b>\$14,471</b>	<b>\$14,492</b>
<b>TOTAL APPROPRIATION</b>	<b>\$14,373</b>	<b>\$14,779</b>
<b>UNEXPENDED APPROPRIATION</b>	<b>\$ (100)</b>	<b>\$ 284</b>
<b>CASH BALANCE - FYE</b>	<b>\$14,427</b>	<b>\$19,072</b>

**VII. BOARD MEMBERSHIP DURING BIENNUIUM**

Vernon Vial, 2908 - 8th Avenue North, Great Falls, MT	07/01/87
L. M. "Skip" Clayton, III. P. O. Box 130, Wolf Point, MT	07/01/87
Dennis Dolan, P. O. Box 765, Butte, MT	07/01/88
Jeff Sherlock, P. O. Box 534, Helena, MT	07/01/87
Lorene Johnson, P. O. Box 966, Kalispell, MT	07/01/85

BOARD OF MORTICIANS

VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

H.B. 474, Chapter 510 Montana Session Laws 1985, effective 10/1/85, clarifies the qualifications for a mortician's or intern mortician's license providing that violation of rules on unprofessional conduct adopted by the Board may be grounds for refusing to grant, suspend or revoke a mortician's license or funeral director's license.

H.B. 593 (Killed) would have provided for prompt refrigeration or embalming of human remains and require orderly cremation of human remains.

H.B. 477 (Killed) was to define "funeral directing" to include the preparation of dead bodies for cremation; require operating crematoriums to be licensed by the Board of Morticians; authorize the Board to adopt rules governing the operations and inspections of crematoriums; and define the grounds for revoking or suspending a crematorium license.

IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM

(1) Utilize automated licensing system; (2) adopt rules to implement H.B. 474; (3) resubmit legislation for regulation of crematoriums and disposal of human remains in an orderly fashion; and (4) continue making annual inspections of all mortuaries for compliance with state and federal requirements on disclosure statements as well as sanitary and health compliance.

## BOARD OF NURSING

### I. GOALS AND OBJECTIVES

Goals: The goals of the Montana Board of Nursing are to promote, preserve, and protect the public health, safety, and welfare by and through the effective control and regulation of the practice of nursing and educational preparation for these practices.

Philosophy: The Montana Board of Nursing believes that nursing is a vital service to the society and that nursing practice should safeguard life and health and promote the public interest and welfare. The Board members believe their primary responsibility is to accomplish the goal stated above. Further, they believe maintaining effective communication and cooperative efforts with local, state, and national nursing organizations, health agencies, governmental units, schools of nursing, and health care providers is essential to assure the public's access to competent practitioners and quality care.

Members of the Board believe each member is committed to demonstrate personal integrity, impartial judgment, wisdom, and dedication to a high standard of service in Board activities.

Objectives: The Board of nursing shall function in the field of nursing as an administrative and supervisory agency within the governmental structure and shall:

(a) implement the Nursing Practice Act by promulgating and enforcing rules and regulations to protect the public health, safety, and welfare; (b) prescribe standards for the evaluation of programs preparing persons for registration and licensure and approve those nursing education programs which have achieved and are maintaining these minimum standards; (c) assure safe standards of nursing practice through examination, licensure, and renewal of licenses of qualified applicants including endorsement of qualified registered and practical nurses from other jurisdictions; (d) control the practice of nursing in the interest of society by means of investigation and appropriate legal action; (e) provide interpretation and consultation services to individuals and groups in matters relating to nursing education and nursing practices; and (f) collaborate and cooperate with other appropriate agencies or groups in efforts to assure public safety and to promote competent nursing practice.

### II. SUMMARY OF BOARD ACTIVITIES

Four meetings were held in FY 84 for a total of 12 days and five meetings in FY 85 for a total of 13 days. One meeting day each FY was spent reviewing test items for future registered and practical nursing licensing examinations.

Conducted site surveys of one professional nursing program and each of its four extended campuses and to three practical nursing programs. Following review of these programs, the Board granted continued full approval to each program.

Amended rules relating to specialty areas of nursing and repeating examinations. Proposed for adoption rules pertaining to Standards of Practice for the registered nurse and the practical nurse.

BOARD OF NURSING

Requested an Attorney General's opinion regarding the Board's authority to require applicants to hold a specific college degree as a qualification for initial licensure.

Provided sixteen advisory opinions in FY 84 and eleven in FY 85 in response to specific inquiries concerning nursing practice issues.

Distributed a current copy of the Statutes and Rules relating to nursing to all licensees in FY 84.

Implemented an evaluation process to assess the extent to which the Board is achieving its goals and objectives.

**III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING**

	<u>FY 84</u>	<u>FY 85</u>
Applications Received by Category		
Registered Nurse Examination	256	240
Registered Nurse by Endorsement	359	318
Practical Nurse Examination	141	165
Practical Nurse by Endorsement	112	99
Specialty Area-Recognition	73	52
Examinations Given by Category (Passing)		
Registered Nurses	256 (236)	240 (232)
Practical Nurses	141 (132)	165 (158)
New Licenses Granted by Category		
Registered Nurse Examination	236	232
Registered Nurse by Endorsement	330	314
Practical Nurse Examination	132	158
Practical Nurse by Endorsement	115	103
Specialty Area-Nurse Anesthetist	47	22
Specialty Area-Nurse Midwife	0	4
Specialty Area-Nurse Practitioner	30	19
Licenses Renewed by Category		
Registered Nurses	7,615	7,761
Practical Nurses	2,969	3,021
Specialty Area-Nurse Anesthetist	22	69
Specialty Area-Nurse Midwife	7	7
Specialty Area-Nurse Practitioner	10	40
Licensees Endorsed to Other States		
Registered Nurses	308	390
Practical Nurses	118	122
Total Licensees at FY End by Category		
Registered Nurses	8,181	8,307
Practical Nurses	3,216	3,282
Specialty Area-Nurse Anesthetist	69	91
Specialty Area-Nurse Midwife	7	11
Specialty Area-Nurse Practitioner	40	59

## BOARD OF NURSING

IV.

SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	FY 84		FY 85	
		RN	LPN	RN	LPN
Unprofessional conduct.	No action	2	1	0	0
	Letter of warning.	2	0	1	3
	Probation.	0	0	1	0
	Surrender of license.	0	1	0	0
	Referred to other agency.	0	0	0	1
	Matter pending.	3	0	2	3
Diversion and misuse of drugs.	Probation.	4	0	2	0
	Suspension.	0	0	2	0
	Matter pending.	1	0	3	0
Non-licensed person practicing nursing.	Letter to cease practice.		0		2
	No action.		2		1
	Matter pending.		0		2

Of the 40 complaints received during the biennium, 16 were from Directors of Nursing, 2 from other nurses, 8 from state government agencies, 4 from health professionals, 6 from consumers, and 4 from other state boards of nursing.

V.

NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

	FY 84		FY 85	
	RN	LPN	RN	LPN
Revoked	1	0	1	0
Suspended	0	0	3	0
License Restricted-Probation	5	2	3	0
Letter of Warning	2	1	2	3

VI.

FISCAL INFORMATION

REVENUE:	FY 84		FY 85	
Registered Nurse Renewal	\$ 83,171		\$ 82,838	
Registered Nurse Reciprocity	12,370		10,835	
Practical Nurse Renewal	30,010		32,732	
Practical Nurse Reciprocity	3,860		3,505	
Midwife Original Renewal		15		110
Nursing Specialties	2,205		1,545	
Copies of Documents	1,034		841	
RN Initial Examination	8,340		9,385	
RN Re-examination	280		315	
LPN Initial Examination	4,940		5,116	
LPN Re-examination	245		210	
<b>TOTAL REVENUE</b>	<b>\$146,470</b>		<b>\$147,432</b>	

## BOARD OF NURSING

## EXPENDITURES:

## PERSONAL SERVICES:

	<u>FY 84</u>	<u>FY 85</u>
Salaries	\$55,297	\$61,001
Other Compensation -Board	5,900	5,600
Employee Benefits	10,337	12,028
<b>TOTAL PERSONAL SERVICES</b>	<b>\$71,534</b>	<b>\$78,629</b>

## OPERATING EXPENSES:

## CONTRACTED SERVICES:

	<u>FY 84</u>	<u>FY 85</u>
Consultant and Professional Services	\$ 4,394	\$ 4,260
Legal Fees and Court Costs	9,213	7,844
Printing	2,376	3,126
Photographic Services	2	0
Storage Fees	55	146
Written Examination Fees	0	75
Microfilm Services	392	234
Consultant and Other Travel	1,329	929
Secretary of State Filing Fees	0	113
Contracts with Non-profits	370	213
Computer Processing Services	1,414	1,766
Systems Development and Supplies/D of A	1,638	1,834
Systems Development and Supplies/Non-state	0	3,550
<b>TOTAL CONTRACTED SERVICES</b>	<b>\$21,183</b>	<b>\$24,090</b>

## SUPPLIES AND MATERIALS:

	<u>FY 84</u>	<u>FY 85</u>
Minor Tools, Instruments and Equipment	\$ 10	\$ 0
Photo and Reproduction	-23	48
Forms - Non-state Provider	0	538
Books and Reference Materials	198	239
Paper	18	0
Office Supplies - Central Stores	106	296
Office Supplies - Non-state Provider	486	219
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>\$795</b>	<b>\$1,340</b>

## COMMUNICATIONS:

	<u>FY 84</u>	<u>FY 85</u>
Telephone - Local Service and Equipment	\$ 362	\$ 777
Telephone - Long Distance	98	418
Postage and Mailing	8,772	7,751
Telephone - STS Usage	379	521
Telephone - One-time Charges	0	4
<b>TOTAL COMMUNICATIONS</b>	<b>\$9,611</b>	<b>\$9,471</b>

## TRAVEL:

	<u>FY 84</u>	<u>FY 85</u>
In-state Personal Car Mileage	\$ 2,755	\$ 3,498
In-state Commercial Transportation	597	1,333
In-state Motor Pool	374	96
In-state Other	0	7
In-state Meals	2,137	1,311
In-state Lodging	2,991	2,790
In-state Meals Overnight	0	1,048
Out-of-state Personal Car Mileage	520	0
Out-of-state Commercial Transportation	1,064	1,679
Out-of-state Meals	356	305
Out-of-state Lodging	680	561
Out-of-state Meals Overnight	0	64
<b>TOTAL TRAVEL</b>	<b>\$11,474</b>	<b>\$12,692</b>

## BOARD OF NURSING

	<u>FY 84</u>	<u>FY 85</u>
<b>RENT:</b>		
Meeting Rooms	\$ 325	\$ 300
Photocopy Equipment	0	303
Department of Administration Buildings	<u>1,650</u>	<u>1,265</u>
<b>TOTAL RENT</b>	<u>\$1,975</u>	<u>\$1,868</u>
<b>REPAIR AND MAINTENANCE:</b>		
Office Equipment	\$ 18	\$ 0
Maintenance Contracts	<u>237</u>	<u>83</u>
<b>TOTAL REPAIR AND MAINTENANCE</b>	<u>\$255</u>	<u>\$83</u>
<b>OTHER EXPENSES:</b>		
Dues	\$ 3,000	\$ 3,000
Subscriptions	204	91
Registration Fees for Training	459	271
Tuition	0	30
Freight and Express	20	5
Indirect Administrative Costs	40,503	40,996
Photographic and Film Processing	0	3
<b>TOTAL OTHER EXPENSES</b>	<u>\$44,186</u>	<u>\$44,396</u>
<b>TOTAL OPERATING EXPENSE:</b>	<u>\$ 89,503</u>	<u>\$ 94,090</u>
<b>TOTAL ALL EXPENDITURES</b>	<u>\$161,037</u>	<u>\$172,719</u>
<b>TOTAL APPROPRIATION</b>	<u>\$187,212</u>	<u>\$198,387</u>
<b>UNEXPENDED APPROPRIATION</b>	<u>\$ 26,161</u>	<u>\$ 25,667</u>
<b>CASH BALANCE - FYE</b>	<u>\$206,959</u>	<u>\$185,222</u>

## VII.

BOARD MEMBERSHIP DURING BIENNIAL

Helen Kiesling, RN, 1010 - 4th Avenue, Havre, MT	Resigned 9/83
Mary Ritchie, LPN, P. O. Box 641, Boulder, MT	Resigned 9/83
Patricia McCranie, LPN, 1026 Avenue D, Billings, MT	07/01/84
Donna Small, RN, 1208 Oakland, Billings, MT	07/01/85
Therese Sullivan, RN, 1100 LeGrande Cannon, Helena, MT	07/01/86
Philip J. Hess, Public Member, 341 Beverly, Missoula, MT	07/01/86
Patricia Mirehouse, Public Member, 1230 Land Drive, Havre, MT	07/01/86
Donna Mae Snodgrass, RN, P. O. Box 194, Poplar, MT	07/01/87
Shirley Mann, LPN, 1507 Colorado Avenue, Black Eagle, MT	07/01/87

## New Members During Biennium:

Naomi Summers, LPN, 305 J. P. Road, Whitefish, MT	07/01/86
Margaret Barkley, RN, 908 South Tracy, Bozeman, MT	07/01/88
Doris L. Evans, LPN, 418 - 1st Avenue, Havre, MT	07/01/88

BOARD OF NURSING

VIII. BOARD APPROVED PROFESSIONAL NURSING AND PRACTICAL NURSING EDUCATION PROGRAMS

Preparing for licensure as a registered nurse:

Baccalaureate Degree - Carroll College  
Montana State University

Associate Degree - Miles Community College  
- Northern Montana College

Preparing for licensure as a practical nurse:

Billings Vocational Technical Center  
Butte Vocational Technical Center  
Great Falls Vocational Technical Center  
Helena Vocational Technical Center  
Missoula Vocational Technical Center

IX. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

The District Court of the Sixth Judicial District, State of Montana, reversed a Board action to deny a licensed registered nurse recognition in a specialty area of nursing. Licensee was granted recognition in the specialty area of nurse practitioner.

A Board decision to deny an applicant licensure as a practical nurse by endorsement was reversed by the District Court of the First Judicial District, State of Montana. Matter appealed to the Supreme Court for review.

X. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM

(1) Develop and implement a regulatory mechanism for ensuring the continued competency of registered nurses and practical nurses; (2) continue to review and revise the rules as appropriate to effectively carry out the provisions of the nursing law; (3) implement a communication program that will provide for a distribution of a Board newsletter to all licensees and interested others on a quarterly basis; and (4) establish standing committees of the Board to do the preliminary study and planning on major issues and programs prior to total Board action.

## BOARD OF NURSING HOME ADMINISTRATORS

### I. GOALS AND OBJECTIVES

Goals: The Board of Nursing Home Administrators shall help to ensure qualified patient and resident care through the licensing of qualified nursing home administrators.

Objectives: Establish criteria for licensing of nursing home administrators; establish criteria for continuing education programs; conduct continuing study of standards of licensure; establish criteria for ensuring that only qualified persons administer long term care facilities; establish criteria for maintenance of licensure; and recommend to University Systems and Learning Centers that programs be established for nursing home administrators.

### II. SUMMARY OF BOARD ACTIVITIES

The Board raised requirements for applicants eligibility to take the National Examination from High School Graduate, or equivalency, to 2 years of formal education in an accredited college or university or to an associate degree from an accredited college or university, plus 2 years out of the last 4 years of administrative experience in a hospital or nursing home.

Continuing education programs approved during FY 84 totaled 236. Continuing education programs approved during FY 85 totaled 302.

### III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

	<u>FY 84</u>	<u>FY 85</u>
Applications Received by Category		
Examinations	11	16
Reciprocal	6	14
Applications Denied (Incomplete or Withdraw)	3	6
Temporary Permits	9	6
Examinations Given by Category (Passing)		
Active	10	13
Inactive	2	2
New Licenses Granted by Category		
Active	21	12
Inactive	4	4
Licenses Renewed by Category		
Active	109	101
Inactive	62	50
Total Licensees at FY End by Category		
Active	119	114
Inactive	64	54

### IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

None

## BOARD OF NURSING HOME ADMINISTRATORS

V.

FISCAL INFORMATION

	<u>FY 84</u>	<u>FY 85</u>
<b>REVENUE:</b>		
Inactive License Renewal	\$ 1,775	\$ 2,950
Active License Renewal	9,350	11,600
Temporary Permits	660	480
Reciprocity	340	765
Copies of Documents	60	70
Examinations	1,310	1,915
Penalty Fees	0	1,100
<b>TOTAL REVENUE</b>	<u>\$13,495</u>	<u>\$18,880</u>
<b>EXPENDITURES:</b>		
<b>PERSONAL SERVICES:</b>		
Salaries	\$7,980	\$ 9,232
Other Compensation	250	400
Employee Benefits	1,568	1,808
<b>TOTAL PERSONAL SERVICES</b>	<u>\$9,798</u>	<u>\$11,440</u>
<b>OPERATING EXPENSES:</b>		
<b>CONTRACTED SERVICES:</b>		
Legal Fees and Court Costs	\$ 78	\$234
Printing	37	125
Written Examination Fees	855	405
Secretary of State Filing Fees	119	98
Computer Processing Services	26	19
Systems Development and Supplies	0	19
<b>TOTAL CONTRACTED SERVICE</b>	<u>\$1,115</u>	<u>\$900</u>
<b>SUPPLIES AND MATERIALS:</b>		
Books and Reference Materials	\$ 1	\$ 0
Office Supplies - Central Stores	19	102
Office Supplies - Non-state Provider	28	6
Photo and Reproduction	0	8
<b>TOTAL SUPPLIES AND MATERIALS</b>	<u>\$48</u>	<u>\$116</u>
<b>COMMUNICATIONS:</b>		
Telephone - Local Service and Equipment	\$ 60	\$222
Telephone - Long Distance	19	19
Postage and Mailing	605	492
Telephone - STS Usage	83	61
<b>TOTAL COMMUNICATIONS</b>	<u>\$767</u>	<u>\$794</u>
<b>TRAVEL:</b>		
In-state Personal Car Mileage	\$232	\$521
In-state Commercial Transportation	76	0
In-state Meals	52	57
In-state Lodging	30	48
In-state Meals Overnight	0	37
<b>TOTAL TRAVEL</b>	<u>\$390</u>	<u>\$663</u>

BOARD OF NURSING HOME ADMINISTRATORS	<u>FY 84</u>	<u>FY 85</u>
<b>RENT:</b>		
Department of Administration Buildings	\$250	\$131
Photocopy Equipment	0	66
<b>TOTAL RENT</b>	<b>\$250</b>	<b>\$197</b>
<b>REPAIR AND MAINTENANCE:</b>		
Maintenance Contracts	\$51	\$35
<b>TOTAL REPAIR AND MAINTENANCE</b>	<b>\$51</b>	<b>\$35</b>
<b>OTHER EXPENSES:</b>		
Dues	\$ 250	\$ 250
Indirect Administrative Costs	1,592	1,611
Office Equipment	0	1,000
<b>TOTAL OTHER EXPENSES</b>	<b>\$1,842</b>	<b>\$2,861</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 4,463</b>	<b>\$ 5,566</b>
<b>TOTAL ALL EXPENDITURES</b>	<b>\$14,261</b>	<b>\$17,006</b>
<b>TOTAL APPROPRIATION</b>	<b>\$15,744</b>	<b>\$16,705</b>
<b>UNEXPENDED APPROPRIATION</b>	<b>\$ 1,486</b>	<b>-\$ 158</b>
<b>CASH BALANCE - FYE</b>	<b>\$16,201</b>	<b>\$18,961</b>

#### VII. BOARD MEMBERSHIP DURING BIENNUIUM

Vera Gerke, 1201 Clark Avenue, Billings, MT	05/28/89
Marion Finley (Deceased)	05/28/87
Warren L. Croston, 600 Oak Street, Anaconda, MT	05/28/90
Clara Hartz, 116082 Buxton Road, Silver Bow, MT	05/28/86
Carol Ann Andrews, 2229 - 5th Avenue, Havre, MT	05/28/88

# BOARD OF OPTOMETRISTS

## I. GOALS AND OBJECTIVES

Goals: The Board of Optometrists is responsible for protecting the visual health and safety of the people of Montana by insuring that all applicants for licensure are qualified and competent in the optometry field; that only licensed and qualified professionals are delivering eyecare to the public; and that optometrists in active practice in the state maintain their competency by regulation in accordance with the statutes and rules, and requiring accordance with the statutes and rules, and requiring attendance at continuing educational programs annually.

Objectives: To examine qualified applicants each year for licensure as optometrists to insure their competency in rendering high quality vision care by passage of a practical and written examination as required. To review complaints as received and to provide field investigations as deemed necessary. To determine if disciplinary actions are warranted and if so, to initiate same. To initiate proceedings in the court system against unlicensed persons practicing optometry. To issue renewal of registrations each year and verify compliance with the continuing educational requirements for those optometrists in active practice in the state. To participate in national association meetings to keep up with changes in the profession of optometry. To insure that optometrists desiring to employ diagnostic pharmaceutical agents have complied with the necessary requirements and to recommend to the Board of Medical Examiners that certificates for the use of diagnostic pharmaceutical agents be issued. To review various continuing educational programs and determine their pertinency and relevancy.

## II. SUMMARY OF BOARD ACTIVITIES

There were four Board meetings and one examination day in FY 84; and five Board meetings, one Conference Call, and one examination day in FY 85.

Five notices of proposed rule changes or additions were filed and four administrative orders subsequently filed in the biennium pertaining to: requiring optometrists to file and have on record the location of each practice location; the renewal date; unprofessional conduct rules and alternative disciplinary actions; and establishing fees commensurate with costs of administering programs.

## III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

	FY 84	FY 85
Applications Received by Category		
Examination	10	11
Reciprocity	0	2
Examinations Given by Category (Passing)		
Optometrist	12(11)	8 (7)
New Licenses Granted by Category		
Examination	11	7
Reciprocity	1	0
Licenses Renewed by Category		
Optometrist	195	180

BOARD OF OPTOMETRISTS

Total Licensees at FY End by Category	<u>FY 84</u>	<u>FY 85</u>
Optometrist	208	211
<b>Miscellaneous Statistics</b>		
Continuing Education Verified	123	132
DPA Certificates Issued by Board of Medical Examiners	14	7

**IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION**

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
Practicing optometry with out a license (contact lenses)	Pending (1) Resolved (1) District Court Action Dismissed Defendant Moved (1)	3	0
Dispute over services/ fees	No jurisdiction. (4) Advisory response (1) Resolved (4) No action (3) Pending (2)	3	11
Failure of examination- Filed in U.S. District Court, No. CV84-97.	Pending. (1)	1	0
Statutes and Rules on Advertising.	Agreement and Order accepted (1)	1	0
Misleading Advertising.	Letter of Warning. (2)	0	2

Of the 21 complaints received in the biennium, three were filed by optometrists, one by an examinee failure, 16 by the public, and one by the Federal Trade Commission.

**V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION**

	<u>FY 84</u>	<u>FY 85</u>
Revoked	0	0
Suspended	0	0
Other Disciplinary Action	0	0
Revoked for nonpayment of renewal fees	3	2

**VI. FISCAL INFORMATION**

<u>REVENUE:</u>	<u>FY 84</u>	<u>FY 85</u>
Original Certificate of Registration	\$ 600	\$ 350
Renewal of Registration	10,725	20,190
Penalty for Late Renewal of Registration	360	225
Application Fee	750	1,895
Copies of Documents	8	30
<b>TOTAL REVENUE</b>	<b>\$12,443</b>	<b>\$22,690</b>

BOARD OF OPTOMETRISTS

EXPENDITURES:

PERSONAL SERVICES:	FY 84	FY 85
Salaries	\$ 4,175	\$ 4,492
Other Compensation - Board	1,800	2,610
Employee Benefits	784	905
TOTAL PERSONAL SERVICES	\$ 6,759	\$ 8,007
OPERATING EXPENSES:		
CONTRACTED SERVICES:		
Consult. and Prof. Services	\$ 27	\$ 11
Legal Fees and Court Costs	2,264	4,593
Printing	503	144
Optometry	0	100
Secretary of State Filing Fees	216	113
Computer Proc. Serv./D. of Admin.	39	22
Sys. Dev. & Sup./D. of Admin.	0	23
Sys. Dev. & Sup./Internal	0	63
General	0	4
TOTAL CONTRACTED SERVICES	\$ 3,049	\$ 5,073
SUPPLIES AND MATERIALS:		
Photo and Reproduction	\$ 0	\$ 10
Books and Reference Materials	18	0
Paper	0	34
Office Supplies/Central Stores	17	106
Office Supplies/Non-state Prov.	153	6
General	7	15
TOTAL SUPPLIES & MATERIALS	\$ 195	\$ 171
COMMUNICATIONS:		
Telephone - Local Serv. and Equip.	\$ 46	\$ 37
Telephone - Long Distance Usage	9	208
Postage & Mailing	423	484
Telephone - STS Usage	83	178
TOTAL COMMUNICATION	\$ 561	\$ 907
TRAVEL:		
In-State Personal Car Mileage	\$ 1,169	\$ 1,206
In-State Commercial Trans.	0	1,463
In-State State Motor Pool	118	158
In-State Meals	335	362
In-State Lodging	306	576
In-State Meals Overnight	0	153
Out-of-State Commercial Trans.	652	300
Out-of-State Meals	143	0
Out-of-State Lodging	297	0
TOTAL TRAVEL	\$ 3,020	\$ 4,218

## BOARD OF OPTOMETRISTS

	<u>FY 84</u>	<u>FY 85</u>
<b>RENT:</b>		
Office Equipment	\$ 25	\$ 0
Meeting Rooms	25	15
Photocopy Equipment	0	151
Department of Admin. Buildings	94	61
<b>TOTAL RENT</b>	<u>\$ 144</u>	<u>\$ 227</u>
<b>REPAIR AND MAINTENANCE:</b>		
Maintenance Contracts	\$ 33	\$ 15
<b>TOTAL REPAIR AND MAINTENANCE</b>	<u>\$ 33</u>	<u>\$ 15</u>
<b>OTHER EXPENSES:</b>		
Dues	\$ 200	\$ 300
Regis. Fees for Training Conf.	212	205
Indirect/Administrative Costs	1,349	1,365
General	10	2
<b>TOTAL OTHER EXPENSES</b>	<u>\$ 1,771</u>	<u>\$ 1,872</u>
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 8,773</b>	<b>\$12,483</b>
<b>EQUIPMENT AND INTANGIBLE ASSETS:</b>		
Office	\$ 0	\$ 648
<b>TOTAL EQUIPMENT</b>	<u>\$ 0</u>	<u>\$ 648</u>
<b>GRANTS:</b>		
To Educational Grants	\$ 1,500	\$ 0
<b>TOTAL GRANTS</b>	<u>\$ 1,500</u>	<u>\$ 0</u>
<b>TOTAL ALL EXPENDITURES</b>	<b>\$17,032</b>	<b>\$21,138</b>
<b>TOTAL APPROPRIATION</b>	<b>\$18,549</b>	<b>\$21,147</b>
<b>UNEXPENDED APPROPRIATION</b>	<b>\$ 1,517</b>	<b>\$ 9</b>
<b>CASH BALANCE - FYE</b>	<b>\$20,681</b>	<b>\$22,202</b>

**VII. BOARD MEMBERSHIP DURING BIENNUIUM**Term Expires

Alverne S. Kautz, O.D., 1212 Grand Avenue, Billings, MT -- Reappointed	3/3/88
Sara Gertrude Malone, East Shore, Big Fork, MT	2/2/87
Paul L. Kathrein, O.D., 509 2nd Avenue North, Great Falls, MT	3/3/87
John D. Dedrickson, O.D., Box K, Libby, MT Resigned 6/6/84	4/3/85
Kenneth R. Zuroff, O.D., Box 1369, Glendive, MT (Replaced Dedrickson) -- Reappointed	4/3/89

**VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD**

None

BOARD OF OPTOMETRISTS

IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM

To review and revise the statutes and rules regulating the profession of optometry to provide for better protection of the public health, safety, and welfare.

## BOARD OF PHARMACY

### I. GOALS AND OBJECTIVES

Goals: The practice of pharmacy is a professional practice affecting the public health, safety, and welfare and is subject to regulation and control in the public interest.

It is a matter of public interest and concern that the practice of pharmacy merit and receive the confidence of the public.

It is the Board's responsibility to make certain that only qualified persons be permitted to engage in the practice of pharmacy in the state of Montana.

It is the Board's responsibility to set standards of competence for the practice of pharmacy in the state of Montana.

It is the Board's responsibility to assure uniform qualifications and continued competency of licensed pharmacists.

It is the Board's purpose to promote, preserve, protect the public health, safety, and welfare by and through the effective control and regulation of the practice of pharmacy.

Objectives: In order to realize the above goals, the Board of Pharmacy shall:

1. License drug outlets engaged in the manufacturing, production, dispensing, and distribution of drugs, medications, devices, and such other materials as may be used in the diagnosis and treatment of injury, illness, and disease.
2. Regulate the quality of drugs and medicines dispensed in this state, using the United States Pharmacopoeia/National Formulary or revisions thereof as standards.
3. Adopt rules necessary to carry out provisions in a fair, impartial, and nondiscriminatory manner.
4. Grant licenses to each candidate judged to have the required proficiency for the practice of pharmacy.
5. Promulgate, adopt, amend, and repeal such rules as may be deemed necessary for the proper administration and enforcement of the statutes.
6. Make field checks of certified pharmacies, registered pharmacists, registered interns, and others involved in the distribution of drugs for compliance with the statutes and rules pertaining to the practice of pharmacy.
7. Supervise interns and the internship program and monitor the externship and clerkship programs offered by the School of Pharmacy and Allied Health Sciences, University of Montana.
8. Investigate all complaints registered with the Board involving any registrant.
9. Hold hearings when deemed necessary and to dismiss charges, suspend or revoke licenses according to the evidence produced and the decision of the Board.

Board of Pharmacy

10. Maintain reasonable and continuing supervision and surveillance over all licensees.

11. Continue to be involved in regional and national decisions affecting the practice of pharmacy.

**II. SUMMARY OF BOARD ACTIVITIES**

Two Board meetings were held in FY 84 and three were held in FY 85. NABPLEX Examinations, Jurisprudence Examinations and reciprocity examinations were administered twice in each fiscal year.

There were 69 on-site inspections in FY 84 and 42 in FY 85.

Three notices of proposed rule changes, deletions, and/or additions and two administrative orders were filed during the biennium. Included in the rule changes/deletions/additions were: changing the name of the Board to Board of Pharmacy; repealing references to the poison register; amending and updating the list of Controlled Substances; increasing the examination fee commensurate with costs; and proposing new rules for prescription requirements, records of dispensing, transfer of prescriptions, and automated data processing systems.

Replacement pages to the Board of Pharmacy Statute and Rule Book were printed and distributed to registrants in FY 84.

There was one exemption granted to the code imprinting requirement in FY 84 and two in FY 85.

There were 10 "Report of Theft of Loss of Controlled Substances" forms filed with the Board during Fy 84 and 16 filed during FY 85.

**III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING**

Applications Received by Category	FY 84	FY 85
Pharmacist Examination	26	23
Pharmacist Reciprocity	24	22
Certified Pharmacies	30	39
DDA Distribute	7	6
DDA Dispense	24	39
DDA Analyze/Conduct Research	0	0
Interns	19	28

Examinations Given by Category (Passing)

Pharmacist NABPLEX	26(25)	22(22)
Pharmacist Practical	1(1)	0
Pharmacist Jurisprudence	28(28)	21(21)
Pharmacist Reciprocity	21(20)	25(25)

Board of Pharmacy

New Licenses Granted by Category	<u>FY 84</u>	<u>FY 85</u>
Pharmacist Examination	21	26
Pharmacist Reciprocity	11	22
Certified Pharmacies	28	43
DDA Distribute	6	4
DDA Dispense	21	42
DDA Analyze/Conduct Research	0	0
Interns	21	28

Licenses Renewed by Category

Pharmacists	1,054	960
Certified Pharmacies	294	309
DDA Distribute	74	75
DDA Dispense	284	283
DDA Analyze/Conduct Research	1	1

Total Licensees at FY End by Category

Pharmacists	1,062	1,066
Certified Pharmacies	310	313
DDA Distribute	79	78
DDA Dispense	283	282
DDA Analyze/Conduct Research	1	1

Continuing Education

Programs Approved	74	66
Verified	15	34
Report Forms Reviewed	1,054	960

**IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION**

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
Unprofessional or illegal conduct of pharmacist	<ul style="list-style-type: none"> <li>- Acupuncturist dispensing drugs without label, referred to FDA (1)</li> <li>- Lack of information on label, not substantiated (1)</li> <li>- Wrong ingredients in prescription (Rx), Board Reprimand (2)</li> <li>- Selling misbranded drugs, referred to manufacturer (1)</li> <li>- Manufacturing Rx in home, ordered to discontinue (1)</li> </ul>	22	17

Board of Pharmacy

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
	-Possible use of drugs, left state, unable to locate (1)		
	-Use of alcohol, not substantiated (2)		
	-Selling Rx drugs over the counter, drug in question legally available over the counter (1)		
	-Out of state pharmacist objecting to behavior of MT R. Ph., referred to opposite state Board of Pharmacy (1)		
	-Allowing unauthorized person to be involved in dispensing procedure, ordered to discontinue practice (5)		
	-Wrong strength of drug in Rx, anonymous, no names revealed (1)		
	-No R.Ph. on duty, ordered to make certain R.Ph. on duty when pharmacy open (1)		
	-Possible narcotic theft, no evidence produced (1)		
	-Dispense Rx drugs without Rx, letters of reprimand from Board (2)		
	-Drug dispensed not prescribed, letter of reprimand from Board (2)		
	-Drug dispensed with no Rx, not substantiated (1)		
	-Person not registered in Montana working as pharmacist, letter of reprimand to owner (1)		
	-Suspected fraud, no evidence produced (2)		
	-Exorbitant prices for Rx, check with Better Business Bureau (2)		
	-Will not fill Rx written by retired M.D., illegal to do so (2)		
	-Not satisfied with treatment by R.Ph., resolved (1)		
	-Antibiotic available from Class IV Facility, not substantiated (1)		
	-Erratic behavior on duty, out of state, referred to appropriate Board (1)		
	-Possible overcharge for nursing home patient, request audit (1)		

Board of Pharmacy

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
	<ul style="list-style-type: none"> <li>-Refused to fill Rx, not substantiated (2)</li> <li>-Family member using drugs, not substantiated (1)</li> <li>-Price cutting on Rx illegal, not substantiated (2)</li> </ul>		
Unprofessional or illegal conduct of other professional	<ul style="list-style-type: none"> <li>-M.D. buying narcotics from hospital, mailed applicable Federal regulations (2)</li> <li>-M.D. using narcotics, referred to Board of Medical Examiners (BME), audited Rx files (4)</li> <li>-M.D. purchased large quantity of drugs from pharmacy, referred to Board of Medical Examiners, DEA (1)</li> <li>-M.D.'s discriminating against pharmacy, told to contact BME (1)</li> <li>-D.D.S. writing narcotic Rx for self, referred to Board of Dentistry (2)</li> <li>-M.D. prescribing large quantities of narcotics, report to out of state Board inquiry, not substantiated (1) - audit for BME (2)</li> <li>-Patient getting drugs from out of state D.D.S., no names, not resolved (1)</li> <li>-M.D. charging exorbitant prices, told to contact BME (1)</li> </ul>	8	7
Other	<ul style="list-style-type: none"> <li>-Objected to renewal penalty, correct ruling (3)</li> <li>-Spouse abusing drugs, no names, not resolved (2)</li> <li>-Loss of drugs in nursing home, adopt better record keeping procedures (1)</li> <li>-Incest cause for revocation?, not pursued (1)</li> <li>-Food Store selling vitamins of excessive strength, referred to FDA (1)</li> <li>-Use of word pharmacy in ad for music store, letter to cease and desist (1)</li> </ul>	FY 84 11	FY 85 12

Board of Pharmacy

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
	<ul style="list-style-type: none"> <li>-R.Ph. objects to intern restrictions make suggestions for change (1)</li> <li>-Wholesaler refusing to sell drugs to pharmacy, supplied necessary information (1)</li> <li>-R.Ph. objects to reciprocity requirements, make suggestions for change (1)</li> <li>-Inquiry as to whether manufacturer is legitimate, unable to locate (1)</li> <li>-R.Ph. object to time lapse for licensing, not substantiated (1)</li> <li>-R.Ph. complains that DEA permit delayed unnecessarily, misunderstood procedure (1)</li> <li>-Objected to delay in daughter's renewal, lack of C.E. reason (1)</li> <li>-Forged Rx, referred to County Attorney (1)</li> <li>-Person getting drugs without Rx, not verified (1)</li> <li>-Schools dispensing drugs (Fluoride), referred to Board of Dentistry (1)</li> <li>-Person claimed that his name being used to procure drugs, not verified (1)</li> <li>Variety store selling syringes, legal (1)</li> <li>-R.Ph. objected to conduct of reciprocity exam, letter of apology sent (1)</li> <li>-Possible contamination of contact wetting solution, told to contact FDA (1)</li> </ul>		

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

	<u>FY 84</u>	<u>FY 85</u>
Revoked-Registered Pharmacist	2	0
Suspended-Registered Pharmacist	0	1
Deferred Suspension-Registered Pharmacist	0	2
Other Disciplinary Action-Reprimands	5	1
Failure to pay renewal fee and/or comply with continuing education	30	38

## Board of Pharmacy

VI. FISCAL INFORMATION

## REVENUE:

	<u>FY 84</u>	<u>FY 85</u>
Pharmacist Reciprocity	\$ 5,665	\$ 5,175
Pharmacist Renewal	43,510	38,400
Pharmacist Late Renewal	1,660	1,080
Certified Pharmacy Renewal	22,350	22,350
Certified Pharmacy Late Renewal	450	300
Class IV Pharmacy Original Renewal	700	850
Pharmacist Intern	760	1,080
DDA Manufacture/Distribute	8,100	8,100
DDA Dispense	7,680	8,050
DDA Research/Analyze	50	50
Certified Pharmacy Original	1,900	3,800
Pharmacist Original	1,050	2,400
Copies of Documents	650	1,205
Transcripts of Grades/Intern Hours	280	420
Pharmacist Examination	1,950	2,300
<b>TOTAL REVENUE</b>	<b>\$ 96,755</b>	<b>\$ 95,560</b>

## EXPENDITURES:

## PERSONAL SERVICES:

Salaries-Employees	\$ 43,433	\$ 44,852
Other Compensation - Board Per Diem	2,250	2,750
Employee Benefits	7,891	8,454
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 53,574</b>	<b>\$ 56,056</b>

## OPERATING EXPENSES:

## CONTRACTED SERVICES:

Consultant and Professional Services	\$ 177	\$ 253
Legal Fees and Court Costs	4,442	1,084
Printing	1,533	2,850
Written Examination Fees	1,300	1,560
Consultant and Other Travel	14	0
Secretary of State Filing Fees	105	308
Computer Processing Services	73	34
Sys. Dev. and Sup./D of Admin.	0	44
Sys. Dev. and Sup./Internal	48	105
<b>TOTAL CONTRACTED SERVICES</b>	<b>\$ 7,692</b>	<b>\$ 6,238</b>

## SUPPLIES AND MATERIALS:

Photo and Reproduction	\$ 39	\$ 42
Printing	0	507
Books and Reference Materials	122	40
Paper/Central Stores	0	24
Office Supplies/Central Stores	46	115
Office Supplies/Non-state Proc.	107	167
General	2	0
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>\$ 316</b>	<b>\$ 895</b>

Board of Pharmacy

	<u>FY 84</u>	<u>FY 85</u>
<b>COMMUNICATIONS:</b>		
Telephone - Local Service and Equipment	\$ 578	\$ 891
Telephone - Long Distance	328	261
Postage and Mailing	2,206	3,188
Telephone - STS Usage	493	516
Telephone - Onetime Charges	0	1
<b>TOTAL COMMUNICATIONS</b>	<u>\$ 3,605</u>	<u>\$ 4,857</u>
<b>TRAVEL:</b>		
In-state Personal Car Mileage	\$ 1,681	\$ 2,063
In-state Commercial Transportation	94	64
In-state Meals	1,054	309
In-state Lodging	1,258	1,371
In-state Meals Overnight	0	904
Out-of-state Personal Car Mileage	0	168
Out-of-state Commercial Transportation	1,716	551
Out-of-state Other	14	0
Out-of-state Meals	314	97
Out-of-state Lodging	798	706
Out-of-state Meals Overnight	0	82
<b>TOTAL TRAVEL</b>	<u>\$ 6,929</u>	<u>\$ 6,315</u>
<b>RENT:</b>		
Office Equipment	\$ 62	\$ 0
Meeting Rooms	90	100
Photocopy Equipment	0	148
Department of Administration Buildings	982	860
Non-Department of Administration Buildings	1,440	1,440
<b>TOTAL RENT</b>	<u>\$ 2,574</u>	<u>\$ 2,548</u>
<b>REPAIR AND MAINTENANCE:</b>		
Maintenance Contracts	\$ 163	\$ 89
<b>TOTAL REPAIR AND MAINTENANCE</b>	<u>\$ 163</u>	<u>\$ 89</u>
<b>OTHER EXPENSES:</b>		
Dues	\$ 130	\$ 130
Regis. Fees for Training Conf.	263	230
Freight and Express	0	4
Indirect Administrative Costs	13,707	13,874
General	0	4
<b>TOTAL OTHER EXPENSES</b>	<u>\$ 14,100</u>	<u>\$ 14,242</u>
<b>TOTAL OPERATING EXPENSE:</b>	<b>\$ 35,379</b>	<b>\$ 35,184</b>

Board of Pharmacy	<u>FY 84</u>	<u>FY 85</u>
<b>EQUIPMENT &amp; INTANGIBLE ASSETS:</b>		
Office Equipment	\$ 143	\$ 2,883
<b>TOTAL EQUIPMENT</b>	<u>\$ 143</u>	<u>\$ 2,883</u>
<b>TOTAL ALL EXPENDITURES</b>	<b>\$ 89,096</b>	<b>\$ 94,123</b>
<b>TOTAL APPROPRIATION</b>	<b>\$105,102</b>	<b>\$110,845</b>
<b>UNEXPENDED APPROPRIATION</b>	<b>\$ 16,006</b>	<b>\$ 16,722</b>
<b>CASH BALANCE - FYE</b>	<b>\$ 60,379</b>	<b>\$ 61,655</b>

#### VII. BOARD MEMBERSHIP DURING BIENNIAL

	<u>Term Expires</u>
D. Wayne Bollinger, R.Ph., % Kalispell Regional Hospital, 310 Sunnyview Lane, Kalispell, MT Reappointed	7/1/86
Rebecca H. Deschamps, R.Ph., 4505 Old Marshall Grade Road, Missoula, MT Reappointed	7/1/89
Anthony J. Francisco, R.Ph., Box 430, Townsend, MT Kristin Hartley, 1204 Maryland, Deer Lodge, MT Reappointed	7/1/85
Diana Pennell, Gilt Edge Stage, Lewistown, MT Reappointed	7/1/88

#### VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

None

#### IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM

Print and distribute updates for Pharmacy Statute and Rule Book; revise forms as needed; review statutes and rules for changes, deletions and additions; and continually monitor budget, expenses, and special revenue account fund in order to avoid deficits.

## BOARD OF PHYSICAL THERAPY EXAMINERS

### I. GOALS AND OBJECTIVES

Goals: The practice of physical therapy is a profession regulated by the state of Montana to promote, preserve, and protect the public health, safety and welfare. Control and regulation of the practice of physical therapy is maintained by trying to assure that those persons who are admitted to practice are qualified and that those who practice maintain certain standards.

Objectives: The Board will continue to implement and enforce standards and rules within its jurisdiction governing the licensing of physical therapists and maintenance of practice standards by professionals. When warranted the Board will investigate complaints and sit in judgment at hearings for the suspension, revocation, or denial of a license. The Board will periodically adopt rules to implement legislative policy.

The Board will continue to monitor expenses and revenues to assure that fees are set commensurate with regulatory program costs; to hold meetings and administer examinations; to request enhancement of the statutes through appropriate legislative procedures; and to review and renew licenses issued under its jurisdiction.

### II. SUMMARY OF BOARD ACTIVITIES

Three Board meetings were held in FY 84 and two Board meetings were held in FY 85. The Board scheduled two examinations in FY 84 and two examinations in FY 85. In FY 84 the Board published one Notice of Proposed Rule Change, held one public hearing on the proposed rules, and published one Notice of Adoption. In FY 85 the Board published one Notice of Proposed Rule Change and published one Notice of Adoption. Rules proposed in the biennium included Applications, Examinations, Fees, Temporary Licenses, and Foreign-trained Applicants.

### III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

	<u>FY 84</u>	<u>FY 85</u>
Applications Received by Category		
Examinations	17	8
Endorsements	27	22
New Licenses Granted by Category		
Examinations	16	9
Endorsements	23	24
Licenses Renewed by Category		
Physical Therapists	213	221
Total Licensees at FY End By Category		
Physical Therapists	240	238

## BOARD OF PHYSICAL THERAPY EXAMINERS

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
Practicing without a license.	Investigated-hospital sent a letter of warning-person in question obtained a license-case closed.	1	
	Investigated-no violation-practice was massage therapy-case closed.	1	
Misleading advertising.	Investigated-violation not substantiated-case closed.	1	
Professional competence.	No cooperation w/ investigation from complaining party-case closed.	1	
Chiropractor advertising physical therapy services.	Investigated-sent letter requesting that the term "chiropractic physiotherapy" be used in future-cases closed.	2	
	Investigated-misquote by the newspaper-case closed.	1	
	Investigated-error by the newspaper company-case closed.	1	
Medicaid fraud.	Investigated-Board acknowledged the terms of SRS's Settlement Agreement-pending.	1	
Practicing outside the scope of physical therapy.	Investigated-letter of warning issued-case closed.	1	
Providing treatment without physician referral.	Investigation pending.	1	

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

	<u>FY 84</u>	<u>FY 85</u>
Revoked	0	0
Suspended	0	0
Letter of Warning	1	3
Failure to Pay Renewal Fee	11	10

VI. FISCAL INFORMATION

	<u>FY 84</u>	<u>FY 85</u>
REVENUE:		
Penalty	\$ 85	\$ 300
PES Examination Application	2,190	1,200
Renewal	16,075	16,575
Endorsement Application	2,880	2,550
Temporary License	85	300
Original License	150	990
Documents, Duplicates, Other	0	30
TOTAL REVENUE	\$21,465	\$21,945

## BOARD OF PHYSICAL THERAPY EXAMINERS

## EXPENDITURES:

## PERSONAL SERVICES:

	<u>FY 84</u>	<u>FY 85</u>
Salaries	\$3,449	\$4,288
Other Compensation - Board	600	850
Employee Benefits	723	805
<b>TOTAL PERSONAL SERVICES</b>	<b>\$4,772</b>	<b>\$5,943</b>

## OPERATING EXPENSES:

## CONTRACTED SERVICES:

Consultant and Professional Services	\$ 0	\$ 59
Legal Fees and Court Costs	800	448
Printing	274	255
Written Examination	880	675
Secretary of State Filing Fees	300	83
Computer Processing Services	183	187
Systems Development and Supplies	367	402
<b>TOTAL CONTRACTED SERVICES</b>	<b>\$2,804</b>	<b>\$2,109</b>

## SUPPLIES AND MATERIALS:

Photo and Reproduction	\$ 0	\$ 2
Books and Reference Materials	7	0
Paper	0	4
Office Supplies	73	176
General	71	97
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>\$151</b>	<b>\$279</b>

## COMMUNICATIONS:

Telephone - Local Service and Equipment	\$ 10	\$ 33
Telephone - Long Distance	48	115
Postage and Mailing	572	544
Telephone - STS Usage	112	54
<b>TOTAL COMMUNICATIONS</b>	<b>\$742</b>	<b>\$746</b>

## TRAVEL:

In-state Personal Car Mileage	\$250	\$ 410
In-state Commercial Transportation	204	0
In-state Other	0	15
In-state Meals	119	104
In-state Lodging	72	96
Out-of-state Commercial Transportation	0	470
Out-of-state Meals	0	135
Out-of-state Lodging	0	321
<b>TOTAL TRAVEL</b>	<b>\$645</b>	<b>\$1,551</b>

## RENT:

Meeting Rooms	\$ 30	\$ 0
Department of Administration Buildings	99	37
Photocopy Equipment	0	59
<b>TOTAL RENT</b>	<b>\$129</b>	<b>\$96</b>

## REPAIR AND MAINTENANCE:

Maintenance Contracts	\$46	\$3
<b>TOTAL REPAIR AND MAINTENANCE</b>	<b>\$46</b>	<b>\$3</b>

## BOARD OF PHYSICAL THERAPY EXAMINERS

	<u>FY 84</u>	<u>FY 85</u>
OTHER EXPENSES:		
Registration Fees for Training	\$20	\$150
Photographic and Film Processing	7	0
Tuition	0	26
TOTAL OTHER EXPENSES	<u>\$27</u>	<u>\$176</u>
EQUIPMENT:		
Office	\$0	\$808
TOTAL EQUIPMENT	<u>\$0</u>	<u>\$808</u>
TRANSFER ADMINISTRATIVE COSTS	\$ 1,172	\$ 1,186
TOTAL ALL EXPENDITURES	\$10,488	\$12,897
TOTAL APPROPRIATION	\$13,217	\$14,044
UNEXPENDED APPROPRIATION	\$ 2,729	\$ 1,147
CASH BALANCE - FYE	\$14,658	\$23,641

**VII. BOARD MEMBERSHIP DURING BIENNIAL**

Thomas Larson, P.T., 1019 West Woolman, Butte, MT	07/01/85
Helen Jorgenson, P.T., 3427 Timberline Drive, Billings, MT	07/01/84
Richard Bartow, P.T., 725 - 54th Street South, Great Falls, MT	07/01/86
Richard Don Tigny, P.T., Ridge Road, Havre, MT	07/01/87
Barbara Reed, P.T., 3004 Saint Ann, Butte, MT	07/01/88

**VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD**

None

**IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM**

To up-grade automation of the renewal process. Continue to up-date rules and statutes through appropriate procedures. Study the feasibility of developing or participating in an Impaired Professionals Program. Continue to send one Board member each year to the National APTA Membership Meeting.

## BOARD OF PLUMBERS

### I. GOALS AND OBJECTIVES

Goals: To assure to the public that all licensed master and journeyman plumbers are duly qualified to perform the work for which they have been licensed.

Objectives: To protect the public from undesirable plumbing practices, to license all persons qualified to be plumbers, to investigate complaints and conduct hearings, to provide technical assistance to the inspection section, to adequately examine applicants as to their competence, experience, and qualifications, to review and renew those licenses currently in effect.

### II. SUMMARY OF BOARD ACTIVITIES

The Board conducted 9 meetings in FY 84 & 85 and 9 examinations.

### III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

	<u>FY 84</u>	<u>FY 85</u>
Applications Received by Category		
Masters	49	38
Journeyman	48	62
Total	97	100
Examinations by Category		
Masters	41	55
Journeyman	40	59
Total	81	114
New Licenses Issued by Category		
Masters	35	44
Journeyman	33	47
Total	68	91
Licenses Renewed by Category		
Masters	361	392
Journeyman	500	494
Total Licensees at FY End	861	886

### IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

<u>TYPE OF COMPLAINT</u>	<u>FY 84</u>	<u>FY 85</u>
Master License complaints:		
Total	4	52
Resolved	2	41
Unresolved	2	11
Filed with County Attorney	0	4

## BOARD OF PLUMBERS

	<u>FY 84</u>	<u>FY 85</u>
Journeyman License complaints:		
Total	7	38
Resolved	3	20
Unresolved	4	18
Filed with County Attorney	0	3
Unregistered Apprentice complaints:		
Total	3	11
Resolved	1	9
Unresolved	2	2
Contacted Bureau of Labor & Indust.	1	7
Filed with County Attorney	0	1
Non-Licensed people complaints:		
Total	27	41
Resolved	11	30
Unresolved	16	11
Filed with County Attorney	6	6
City variance complaints:		
Total	2	0
Variance revoked	1	0
Resolved	1	0

**V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTIONS**

	<u>FY 84</u>	<u>FY 85</u>
Revoked	0	0
Suspended	0	0
Failure to renew	45	50

**V. FISCAL INFORMATION**

REVENUE:	<u>FY 84</u>	<u>FY 85</u>
Master Plumber Renewal	\$ 14,605	\$ 33,140
Journeyman Plumber Renewal	20,410	41,984
Copies of Documents	1	0
Master Plumber exam	4,950	4,225
Journeyman Plumber exam	4,860	6,280
Plumbing Code Book	1,204	1,152
Journeyman applications	0	1,885
Plumber initial master license	0	64
Journeyman initial license fee	0	829
Master Plumber application fee	0	688
<b>TOTAL REVENUE</b>	<b>\$ 46,030</b>	<b>\$ 90,247</b>

## EXPENDITURES:

PERSONAL SERVICES:	<u>FY 84</u>	<u>FY 85</u>
Salaries	\$ 28,801	\$ 18,798
Other compensation	3,100	4,100
Employee benefits	5,783	3,900
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 37,684</b>	<b>\$ 26,798</b>

BOARD OF PLUMBERS

	FY 84	FY 85
<b>OPERATING EXPENSES:</b>		
CONTRACTED SERVICES:		
Consultant and Prof. Services	\$ 1,329	\$ 186
Legal Fees & Court Costs	9,718	2,213
Printing	408	955
Photographic Services	4	0
Written Examination fees	10	0
Secretary of State Filing Fees	177	38
Computer Proc. Serv./D of A	30	24
Sys Dev & Sup/D of A	0	32
Sys Dev & Sup/Internal	666	22
<b>TOTAL CONTRACTED SERVICES</b>	<b>\$ 12,342</b>	<b>\$ 3,472</b>
<b>SUPPLIES &amp; MATERIALS:</b>		
Minor Tools, Instrum, & Equip	\$ 9	\$ 24
Photo & Reproduction	15	24
Plumbing	610	0
Books & Reference Materials	1,711	840
Paper/Central Store	4	37
Shop Supplies	17	1,393
Photographic	1	16
Office Supplies/Central Stores	159	193
Office Supplies/Non-State Provider	240	115
Data Processing Supplies	0	65
Propane Vehicle fuel	3	
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>\$ 2,766</b>	<b>\$ 2,686</b>
<b>COMMUNICATIONS:</b>		
Telephone - Local Serv & Equip.	\$ 183	\$ 383
Telephone - Long Distance use	215	193
Postage & Mailing	919	1,084
Advertising	0	262
Telephone STS usage	691	82
Telephone - onetime charges		2
<b>TOTAL COMMUNICATIONS</b>	<b>\$ 2,008</b>	<b>\$ 2,006</b>
<b>TRAVEL:</b>		
In-State Personal Car Mileage	\$ 3,648	\$ 4,333
In-State State Motor Pool	88	2,743
In-State Commercial Transport	160	0
In-State Other	2	6
In-State Meals	1,500	618
In-State Lodging	1,601	2,798
In-State Meals Overnight	0	1,792
Out-of-state Personal Car Mileage	0	172
Out-of-state Other	0	1
Out-of-state Meals	0	52
Out-of-state Lodging	0	64
General		2
<b>TOTAL TRAVEL</b>	<b>\$ 6,999</b>	<b>\$ 12,581</b>

## BOARD OF PLUMBERS

	<u>FY 84</u>	<u>FY 85</u>
<b>RENT:</b>		
Storage	\$ 167	\$ 167
Meeting Rooms	0	1,145
Photo Copy Equipment	0	126
Rent/D of A	796	709
<b>TOTAL RENT</b>	<u>\$ 963</u>	<u>\$ 2,147</u>
 <b>REPAIR &amp; MAINTENANCE</b>		
Vehicles - Passenger	\$ 0	\$ 21
Maintenance Contracts	182	189
<b>TOTAL REPAIR &amp; MAINTENANCE</b>	<u>\$ 182</u>	<u>\$ 210</u>
 <b>OTHER EXPENSES:</b>		
Dues	\$ 100	\$ 100
Registration Fees for Training	140	0
Relocation	0	95
Indirect/Admin Costs	8,268	0
Photographic & Film	30	15
General	6	
<b>TOTAL OTHER EXPENSES</b>	<u>\$ 8,538</u>	<u>\$ 216</u>
 <b>TOTAL OPERATING EXPENSES</b>	<b>\$ 33,798</b>	<b>\$ 23,318</b>
 <b>EQUIPMENT:</b>		
Office Equipment	\$ 250	\$ 0
<b>TOTAL EQUIPMENT</b>	<u>\$ 250</u>	<u>\$ 0</u>
 <b>TOTAL ALL EXPENDITURES</b>	<b>\$ 71,732</b>	<b>\$ 50,116</b>
 <b>TOTAL APPROPRIATION</b>	<b>\$ 68,774</b>	<b>\$ 68,006</b>
 <b>UNEXPENDED APPROPRIATION</b>	<b>\$ -2,958</b>	<b>\$ 17,890</b>
 <b>CASH BALANCE _ FYE</b>	<b>\$ 7,257</b>	<b>\$ 42,015</b>

**VII. BOARD MEMBERSHIP DURING BIENNUIM**

William Tooley, 1649 Lynn, Billings, MT 59101	5/4/89
Dan Fraser, Department of Health, Helena, MT 59620	5/4/87
Donald Kristensen, 7380 Eagle Rd., Bozeman, MT 59715	5/4/86
Mitchell Mihailovich, 1900 Elm St., Butte, MT 59701	5/4/86
Kastor Simensen, 420 Highway #2, Wolf Point, MT 59201	5/4/86
James Allen, 325 E. Broadway, Missoula, MT 59801	7/1/87
Ronald Lyford, P.O. Box 162, Kalispell, MT 59901	5/4/87
Alve Thomas, 1703 Highland Ave., Helena, MT 59601	7/1/87
Monty Patterson, P.O. Box 30616, Billings, MT 59107	5/4/86
Thor Jackola, P.O. Box 1134, Kalispell, MT 59901	5/4/88

**VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD**

None

**IX. RECOMMENDATION FOR ADMINISTRATION OF PROGRAM**

Automate renewal process.

## BOARD OF POLYGRAPH EXAMINERS

### I. GOALS AND OBJECTIVES

Goals: To protect the public, employees and employers from nonlicensed persons performing polygraph examinations.

Objectives: To assure that persons conducting polygraph examinations are fully qualified, proctoring examinations, issuing licenses to successful candidates and to work closely with the Department of Labor and Industry on the illegal use of polygraph examinations.

### LEGISLATION AFFECTING THE PROGRAM

The licensing program for Polygraph Examiners was created under Chapter 85, Montana Session Laws 1983, effective October 1, 1983. H.B. 639, Chapter 547, Montana Session laws 1985, effective April 18, 1985 revised Polygraph licensure laws by creating internship training, establishing a pre-test procedures and setting dates for license renewal.

### II. STATISTICS ILLUSTRATING PROGRAM ACTIVITIES

	FY 84	FY 85
Examinations Given	16	2
License by Waiver	1	
Reciprocal licenses issued	2	1
Licenses Renewed	19	

### III. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

No Complaints Filed

### IV. FISCAL INFORMATION

#### REVENUE:

Examination Fees	\$ 120	\$ 50
Application Fees		625
License Fee		2,125
<b>TOTAL REVENUE</b>	<b>\$ 2,245</b>	<b>\$ 2,775</b>

#### EXPENDITURES:

PERSONAL SERVICES:		
Salaries	\$ 457	\$ 1,068
Employee Benefits	89	198
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 546</b>	<b>\$ 1,266</b>

#### OPERATING EXPENSES:

CONTRACTED SERVICES:		
Legal Fees and Court Costs	\$ 23	\$ 59
Printing	229	70
Secretary of State Filing Fees	150	8
Computer Processing Services/DOA	48	11
Systems Development/DOA		9
<b>TOTAL CONTRACTED SERVICES</b>	<b>\$ 450</b>	<b>\$ 157</b>

Polygraph Examiners

	FY 84	FY 85
<b>SUPPLIES AND MATERIALS:</b>		
Photo and Reproduction	\$ 6	
Office Supplies - Central Stores		\$ 55
Office Supplies - Non-state Provider	5	
<b>TOTAL SUPPLIES AND MATERIALS</b>	<u>\$ 11</u>	<u>\$ 55</u>
<b>COMMUNICATIONS:</b>		
Telephone - Local Service and Equipment	\$ 10	\$ 34
Telephone - Long Distance		38
Postage and Mailing	20	27
Telephone - STS Usage	6	4
<b>TOTAL COMMUNICATIONS</b>	<u>\$ 36</u>	<u>\$ 103</u>
<b>TRAVEL:</b>		
In-state Personal Car Mileage	70	
In-state Meals	29	
In-state Lodging	14	
<b>TOTAL TRAVEL</b>	<u>\$ 113</u>	<u>\$ 0</u>
<b>RENT:</b>		
Photocopy Equipment		\$ 46
Department of Administration Buildings	\$ 38	10
<b>TOTAL RENT</b>	<u>\$ 38</u>	<u>\$ 56</u>
<b>REPAIR AND MAINTENANCE:</b>	\$ 1	
<b>OTHER EXPENSES:</b>		
Indirect/Admin Costs	\$ 270	\$ 270
<b>TOTAL OTHER EXPENSES</b>	<u>\$ 270</u>	<u>\$ 270</u>
<b>TOTAL ALL EXPENDITURES</b>	<b>\$ 1,465</b>	<b>\$ 1,907</b>
<b>TOTAL APPROPRIATION</b>	<b>\$ 3,000</b>	<b>\$ 3,056</b>
<b>UNEXPENDED APPROPRIATION</b>	<b>\$ 1,536</b>	<b>\$ 1,148</b>
<b>CASH BALANCE - FYE</b>	<b>\$ 1,240</b>	<b>\$ 2,303</b>

## BOARD OF PRIVATE INVESTIGATORS

### I. GOALS AND OBJECTIVES

Goals: The goals of the Private Security Patrolmen and Investigators are to promote, preserve and protect the safety and welfare of the general public through effective control and regulation of this profession.

Objectives: To assure the public that persons representing themselves as private investigators and security patrolmen are fully qualified by investigating complaints received against the profession and licensees; proctoring examinations as needed and issuing licenses to successful candidates.

### II. SUMMARY OF BOARD ACTIVITIES

Administer all requested and required examinations. Prepare and receive all renewals of licenses. Conduct Board meetings as requested. Investigate complaints. Formulate and adopt rules as needed.

### III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

	<u>FY 84</u>	<u>FY 85</u>
Examinations Given by Category (Passing)		
Private Investigator	28	11
Private Security Guard Operator	8	0
Private Patrol Operator	6	0
Private Merchant Patrol	2	0
Contract Security Operator	1	13
Proprietary Security Operator	1	3
Qualifying Agent	0	5
Licenses Renewed by Category:		
Private Investigator	75	100
Private Security Guard Operator	7	5
Private Patrol Operator	26	28
Private Merchant Patrol	6	5
Contract Security Operator	1	9
Proprietary Security Operator	0	0
Qualifying Agent	0	0
Total Licensees at FY End by Category	161	179

### IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
Unethical conduct	Letter of apology by licensee to complainant.	1	
Payment of investigation fee	Letter to complainant indicating complaint not within Board's jurisdiction.	1	

BOARD OF PRIVATE INVESTIGATORS

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
Unlicensed Security Guards	Resolved.		1
Unlicensed Guards	Resolved.		1
Illegal operations of security company.	Resolved.		1
Unlicensed Security Guards	On-going.		1
Operating without a license	On-going.		1

There were no complaints in 1984.

**V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION**

	<u>FY 84</u>	<u>FY 85</u>
Revoked	0	0
Suspended	0	0
Failure to Pay Renewal Fee	69	14

**VI. FISCAL INFORMATION**

<u>REVENUE:</u>	<u>FY 84</u>	<u>FY 85</u>
Original/Renewal	\$ 7,250	\$ 8,055
Application Fee	2,590	12,725
Security check fees	5	20
Examination	495	125
Other	3	0
<b>TOTAL REVENUE</b>	<b>\$10,343</b>	<b>\$20,925</b>

**EXPENDITURES:**

<u>PERSONAL SERVICES:</u>	<u>FY 84</u>	<u>FY 85</u>
Salaries	\$ 7,466	\$ 6,506
Other Compensation	0	900
Employee Benefit	1,529	1,329
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 8,995</b>	<b>\$ 8,735</b>

**OPERATING EXPENSES:**

**CONTRACTED SERVICES:**

Consultant and Professional Services	\$ 177	\$ 2
Legal Fees and Court Costs	881	1,318
Printing	447	489
Photo Services	20	0
Secretary of State Filing Fees	955	8
Computer Processing Services	216	20
Systems Development and Supplies	0	47
<b>TOTAL CONTRACTED SERVICES</b>	<b>\$ 2,696</b>	<b>\$ 1,884</b>

BOARD OF PRIVATE INVESTIGATORS

	FY 84	FY 85
<b>SUPPLIES AND MATERIALS:</b>		
Photo and Reproduction	\$ 10	\$ 20
Forms/Paper Central Store	15	31
Office Supplies - Central Stores	191	263
Office Supplies - Non-state Provider	334	43
<b>TOTAL SUPPLIES AND MATERIALS</b>	<u>\$ 550</u>	<u>\$ 357</u>
<b>COMMUNICATIONS:</b>		
Telephone - Local Service and Equipment	\$ 120	\$ 266
Telephone - Long Distance	126	20
Postage and Mailing	532	1,118
Advertising	0	90
Telephone - STS Usage	136	282
Telephone - One Time Charges	0	16
<b>TOTAL COMMUNICATIONS</b>	<u>\$ 914</u>	<u>\$ 1,792</u>
<b>TRAVEL:</b>		
In-state Personal Car Mileage	\$ 1,959	\$ 980
In-state Meals	554	184
In-state Meals Overnight	0	90
In-state Lodging	533	302
In-state Aircraft Rental	23	
Per Diem	1,800	0
<b>TOTAL TRAVEL</b>	<u>\$ 4,869</u>	<u>\$ 1,556</u>
<b>RENT:</b>		
Photocopy Equipment	\$ 0	\$ 185
Department of Administration Buildings	289	172
<b>TOTAL RENT</b>	<u>\$ 289</u>	<u>\$ 357</u>
<b>REPAIR AND MAINTENANCE:</b>		
Maintenance Contracts	\$ 122	\$ 63
<b>TOTAL REPAIR AND MAINTENANCE</b>	<u>\$ 122</u>	<u>\$ 63</u>
<b>OTHER EXPENSES:</b>		
Indirect/Administrative Costs	\$ 3,884	\$ 3,895
Photo & Film Process	0	169
<b>TOTAL OTHER EXPENSES</b>	<u>\$ 3,884</u>	<u>\$ 4,064</u>
<b>EQUIPMENT AND INTANGIBLE ASSETS:</b>		
Equipment and Intangible Assets	^	15,898
<b>TOTAL EQUIPMENT AND INTANGIBLE ASSETS</b>	<u>^</u>	<u>14,881</u>

BOARD OF PRIVATE INVESTIGATORS

**VII. BOARD MEMBERSHIP DURING BIENNUIUM**

A.E. Anderson, P.O. Box 1227, Fort Benton, MT 59422	08/01/87
Clayton Bain, 303 N. Roberts, Rm. 460, Helena, MT 59620	08/01/87
David H. Collings, Box 508, Deer Lodge, MT 59722	08/01/88
George G. Evans, 300 S. 24th, Billings, MT 59102	08/01/86
David E. McAllister, 317 Pistol Lane, Missoula, MT 59802	08/01/86
Al Murphy, 24 Willowbrook Lane, Missoula, MT 59802	08/01/88
Thomas J. O'Brein, 717 22nd St. W., Billings, MT 59103	08/01/88
Ray Froelich, Missoula, MT - deceased February, 1985	

**VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD**

The last Legislative Session reintroduced the licensing of alarm installers.

Court Action - None

**IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM**

To continue to work towards the licensing of all persons representing themselves as private investigators, private security guard operators, private patrol operators, private merchant patrol operators, contract security operators, proprietary security operators and all their employees in their field are properly licensed to protect the public. To continue to investigate and resolve complaints from the public.

BOARD OF PROFESSIONAL ENGINEERS AND  
LAND SURVEYORS

I. GOALS AND OBJECTIVES

Goals: To safeguard life, health and property, and to promote public welfare, by endeavoring to assure that only qualified applicants become licensed. Simultaneously, it remains constantly vigilant, regulating the practices of engineering and land surveying by registered professionals. Seeking more advanced techniques in education, regulation and examinations is the constant responsibility of the board, as well as to investigate alleged complaints against registrants.

Objectives: Provide information and assistance to the public, applicants, registrants, and other state agencies and public bodies as needed or required.

Review qualifications of over 500 applicants a year, provide semiannual examinations for 365 examination candidates per year, certify 200 reciprocity engineers per year and certify or register those who successfully pass examinations.

Act on complaints involving registrants in accordance with the law and rules and Administrative Procedures Act.

Cooperate with colleges and universities to encourage certification of all engineering students, and improving their current and planned curricula for engineers and land surveyors in training.

II. SUMMARY OF BOARD ACTIVITIES

A total of seven board meetings were held during the biennium.

The renewal system is on computer and the renewal period for the last period was for 2½ years since the legislature changed the renewal date from December 31 of every other year to July 1 of every other year.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

New licenses applied for by Category:	FY 84	FY 85
Engineer-In-Training	204	371
Professional Engineering	112	142
Land Surveyor	14	26
Professional Engineer Renewals*	2,879	140
Land Surveyor Renewals*	617	17
Surveyor-in-Training Application	14	15
Temporary Permits	14	9
Land Surveyor Re-exam	1	2
Professional Engineer Re-exam	3	8
Engineer-in-Training Re-exam	3	9
Land Surveyor-in-Training Re-exam	3	3

\*Includes renewals in '84 and new registrations in '85

BOARD OF PROFESSIONAL ENGINEERS AND  
LAND SURVEYORS

**IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION**

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
Not licensed	File closed	1	
Advertisement Violation	File closed	1	
Certificate Survey Violation	File closed	1	
Certificate Survey Violation	File closed	1	
Knowledge Inexperience	File closed	1	
Inadequate Drainage Field	File open	1	
Incorrect Surveys	File closed	2	
Property Trespass	File closed	1	
Unlicensed Engineers	File closed	1	
Incorrect Title Use	File closed	1	
Advertising of Unlicensed Engineers	File open	2	
Practicing without License	File open	2	
Overcharging & Incomplete Work	File open	1	
Contracted Services for New School	File pending	1	
Changes Corner Posts	File open	1	
Plat Reviewing without Proper Credentials	File pending	1	
Inadequate Job Performance	File pending	1	

**V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION**

	<u>FY 84</u>	<u>FY 85</u>
Revoked	0	0
Suspended	0	0
Failure to Pay Renewal Fee	0	0

**VI. FISCAL INFORMATION**

	<u>FY 84</u>	<u>FY 85</u>
<b>REVENUE:</b>		
Engineer-in-Training Applications	\$ 8,140	\$ 14,860
Professional Engineering Applications	11,220	14,280
Land Surveyor Applications	1,230	1,040
Land Surveyor-in-Training Applications	580	330
Professional Engineer Renewals	115,169	5,695
Land Surveyor Renewals	12,770	350
Temporary Permits	1,400	900
Land Surveyor Re-exam	30	100
Professional Engineer Re-exam	150	410
Engineer-in-Training Re-exam	150	365
Land Surveyor-in-Training Re-exam	140	150
Engineers Seals	2,963	4,225
Other	5	30
Copies of Documents	273	361
Engineer/Surveyor Renewal	15,800	0
Engineer/Surveyor Application	105	0
<b>TOTAL REVENUE</b>	<b>\$170,125</b>	<b>\$ 43,096</b>

BOARD OF PROFESSIONAL ENGINEERS AND  
LAND SURVEYORS

**EXPENDITURES:**

**PERSONAL SERVICES:**

	<u>FY 84</u>	<u>FY 85</u>
Salaries	\$ 24,748	\$ 18,571
Other Compensation	4,762	6,000
Employee Benefits	5,176	3,690
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 34,686</b>	<b>\$ 28,261</b>

**OPERATING EXPENSES:**

**CONTRACTED SERVICES:**

	<u>FY 84</u>	<u>FY 85</u>
Consultant and Professional Service	\$ 1,389	632
Legal Fees & Court Costs	4,754	15,818
Printing	2,839	1,329
Written Exam Fees	5,843	6,829
Consultant and Other Travel	201	
Secretary of State Filing Fees	95	8
Computer Processing Serv/D of A	729	224
Sys Dev & Sup/D of A	386	225
Storage	5	6
General	5	
<b>TOTAL CONTRACTED SERVICES</b>	<b>\$ 16,040</b>	<b>\$ 25,277</b>

**SUPPLIES AND MATERIALS:**

	<u>FY 84</u>	<u>FY 85</u>
Photo and Reproduction	\$ 0	\$ 41
Books and Reference Materials	30	0
Paper	7	
Office Supplies - Central Stores	98	92
Office Supplies - Non-state Provider	2,856	2,967
General	90	41
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>\$ 3,081</b>	<b>\$ 3,141</b>

**COMMUNICATIONS:**

	<u>FY 84</u>	<u>FY 85</u>
Telephone - Local Service and Equipment	\$ 166	\$ 170
Telephone - Long Distance	286	747
Postage and Mailing	3,166	1,829
Telephone - STS Usage	225	118
<b>TOTAL COMMUNICATIONS</b>	<b>\$ 3,843</b>	<b>\$ 2,864</b>

**TRAVEL:**

	<u>FY 84</u>	<u>FY 85</u>
In-state Personal Car Mileage	\$ 2,559	\$ 2,456
In-state Commercial Transportation	200	54
In-state Other	339	1,327
In-state Meals	1,056	678
In-state Meals Overnight	280	
In-state Lodging	1,247	1,019
In-state Motor Pool	52	
In-state Car Rental	50	390
Out-of-state Personal Car Mileage	367	1,440
Out-of-state Commercial Transportation	348	1,152
Out-of-state Meals	201	209
Out-of-state Lodging	350	1,351
Out-of-state Meals overnight	0	350
Car Rental	156	0
<b>TOTAL TRAVEL</b>	<b>\$ 6,925</b>	<b>\$ 10,706</b>

BOARD OF PROFESSIONAL ENGINEERS AND  
LAND SURVEYORS

	<u>FY 84</u>	<u>FY 85</u>
<b>RENT:</b>		
Meeting Rooms	\$ 0	\$ 460
Photocopy Equipment	0	196
Department of Administration Buildings	1,024	829
<b>TOTAL RENT</b>	<u>\$ 1,024</u>	<u>\$ 1,485</u>
 <b>REPAIR AND MAINTENANCE:</b>		
Repair and Maintenance Contracts	\$ 177	\$ 69
<b>TOTAL REPAIR AND MAINTENANCE</b>	<u>\$ 177</u>	<u>\$ 69</u>
 <b>OTHER EXPENSES:</b>		
Dues	\$ 1,500	\$ 1,500
Registration Fees for Training	250	875
Tuition		40
Freight and Express	69	8
Indirect Administrative Cost	13,950	14,120
Photographic & Film Processing		13
<b>TOTAL OTHER EXPENSES</b>	<u>\$ 15,769</u>	<u>\$ 16,556</u>
 <b>TOTAL OPERATING EXPENSE:</b>	<b>\$ 46,859</b>	<b>\$ 60,098</b>
 <b>TOTAL ALL EXPENDITURES</b>	<b>\$ 81,545</b>	<b>\$ 88,359</b>
 <b>TOTAL APPROPRIATION</b>	<b>\$ 91,727</b>	<b>\$ 96,924</b>
<b>TOTAL EXPENDITURES</b>	<b><u>-81,545</u></b>	<b><u>-88,359</u></b>
<b>UNEXPENDED APPROPRIATION</b>	<b><u>\$ 10,182</u></b>	<b><u>\$ 8,565</u></b>
 <b>CASH BALANCE - FYE</b>	<b>\$137,519</b>	<b>\$ 90,504</b>

**VII. BOARD MEMBERSHIP DURING BIENNIAL**

Robert T. Hafferman, 95-4th Ave., SW, Kalispell, MT 59901	04/23/88
James B. Spring, 202 Grand Ave., Billings, MT 59102	07/01/86
Dick Guenzi, Box 127, Glendive, MT 59330	07/01/87
David F. Gibson, MSU, Bozeman, MT 59717	04/23/87
Nancy Moe, 430 Ryman, Missoula, MT 59802	03/31/87
A. T. Kersich, Box 31318, Billings, MT 59107	04/23/88
Maurice E. Guay, 215 South 3rd West, Missoula, MT 59801	04/23/85
Donald S. Pimperton, Box 486, Ft. Benton, MT 59442	03/31/87

**VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD**

1983 legislative session passed into law that land surveyors would be allowed credit for education and experience to qualify for registration.

## BOARD OF PSYCHOLOGISTS

### I. GOALS AND OBJECTIVES

Goals: To protect the public health, safety and welfare and should therefore be subject to regulation and control in the public interest in order to protect the public from the unauthorized and unqualified practice of psychology and from unprofessional conduct by persons licensed to practice psychology.

Objectives: The Board is responsible for evaluating applications, administering the national examination and the oral examinations, thus granting licenses to qualified psychologists.

Provide information and assistance to the public, applicants, registrants and other state agencies and public bodies as required.

Act on complaints involving registrants in accordance with the law, rules and Administrative Procedures Act.

### II. SUMMARY OF BOARD ACTIVITIES

The Board held four regular Board meetings, administering the written and oral examinations during these meetings. Two regular meetings were held in FY 84 and two meetings were held in FY 85. The Board also felt that to insure that no time lags became prevalent in dealing with the business of the Board, they would conduct conference calls once a month on those months there were no regular meetings. Consequently, nine conferences calls were made in FY 84 and seven in FY 85.

### III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

	FY 84	FY 85
Applications Received by Category	16	11
Examinations Given by Category	10	11
New Licenses Granted by Category		
Exam	7	7
Reciprocity	3	1
Licenses Renewed by Category	124	132
Total Licensees at FY End by Category	134	140

### IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

TYPE OF COMPLAINT	DISPOSITION	FY 84	FY 85
MA's giving tests	Board felt that many MA's are trained to give tests & they are closely supervised.	1	

BOARD OF PSYCHOLOGISTS

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
Claiming to be a psychologist when not licensed	Appeared in legal document, legal counsel sent letter of apology. Closed.	1	
Unethical behavior	Complainee would not give a consent to release information from persons concerned in the matter. The matter was closed since she would not do this.	3	
Unethical behavior	Accused of sexual misconduct. Could not get cooperation from parents of intended victim and could not prove charges.	1	
Computer testing	Advertising use of computer testing for psychological disorders. Requested information and received no cooperation Letter sent to County Attorney requesting injunction.	1	
Advertising as a psychologist	Advertising in yellow pages as a psychologist. Was done erroneously and an apology received and advertising to be removed.	1	
Business title in violation of MT law	Use of psychological in business title without being licensed. Title changed and apology received.	1	

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

	<u>FY 84</u>	<u>FY 85</u>
Revoked	0	0
Suspended	0	0
Failure to Pay Renewal Fee	2	6

VI. FISCAL INFORMATION

REVENUE:	<u>FY 84</u>	<u>FY 85</u>
Psychologist Application	\$ 1,090	\$ 835
Psychologist Examination	375	875
Psychologist Certificate	70	50
Psychologist Renewal	12,558	12,570
TOTAL REVENUE	\$14,093	\$14,330

## BOARD OF PSYCHOLOGISTS

	<u>FY 84</u>	<u>FY 85</u>
<b>EXPENDITURES:</b>		
<b>PERSONAL SERVICES:</b>		
Salaries	\$ 2,433	\$ 2,397
Other Compensation	950	1,150
Employee Benefits	489	480
<b>TOTAL PERSONAL SERVICES</b>	<u>\$ 3,872</u>	<u>\$ 4,027</u>
<b>OPERATING EXPENSES:</b>		
<b>CONTRACTED SERVICES:</b>		
Consultant and Professional Services	\$ 0	\$ 9
Legal Fees and Court Costs	1,133	4,661
Printing	412	80
Written Examination Fees	803	992
Secretary of State Filing Fees	45	98
Computer Processing Services	132	128
Systems Development and Supplies	102	184
<b>TOTAL CONTRACTED SERVICES</b>	<u>\$ 2,627</u>	<u>\$ 6,152</u>
<b>SUPPLIES AND MATERIALS:</b>		
Photo and Reproduction	\$ 0	\$ 12
Paper	1	0
Office Supplies - Central Stores	23	82
Office Supplies - Non-state Provider	2	12
General	0	6
<b>TOTAL SUPPLIES AND MATERIALS</b>	<u>\$ 26</u>	<u>\$ 112</u>
<b>COMMUNICATIONS:</b>		
Telephone - Local Service and Equipment	\$ 20	\$ 76
Telephone - Long Distance	0	70
Postage and Mailing	430	524
Telephone - STS Usage	242	476
Telephone - One Time Charge	0	1
<b>TOTAL COMMUNICATIONS</b>	<u>\$ 692</u>	<u>\$ 1,147</u>
<b>TRAVEL:</b>		
In-state Personal Car Mileage	\$ 553	\$ 832
In-state Commercial Transportation	216	0
In-state Meals	190	94
In-state Meals Overnight	0	124
In-state Lodging	114	262
<b>TOTAL TRAVEL</b>	<u>\$ 1,073</u>	<u>\$ 1,312</u>
<b>RENT:</b>		
Photocopy Equipment	\$ 0	\$ 112
Department of Administration Buildings	98	71
<b>TOTAL RENT</b>	<u>\$ 98</u>	<u>\$ 183</u>
<b>REPAIR AND MAINTENANCE:</b>		
Maintenance Contracts	\$ 54	\$ 0
<b>TOTAL REPAIR AND MAINTENANCE</b>	<u>\$ 54</u>	<u>\$ 0</u>

## BOARD OF PSYCHOLOGISTS

	<u>FY 84</u>	<u>FY 85</u>
OTHER EXPENSES:		
Dues	\$ 0	\$ 458
Tuition	43	137
Indirect/Administrative Costs	641	649
TOTAL OTHER EXPENSES	\$ 684	\$ 1,244
TOTAL OPERATING EXPENSE:	\$ 5,254	\$10,150
TOTAL ALL EXPENDITURES	\$ 9,126	\$14,177
TOTAL APPROPRIATION	\$13,585	\$14,374
UNEXPENDED APPROPRIATION	\$ 4,460	\$ 198
CASH BALANCE - FYE	\$14,174	\$14,299

VII. BOARD MEMBERSHIP DURING BIENNIAL

Dr. James Walsh, 2340 55th St., #15, Missoula, MT	09/01/84
Dr. Phillip Russell, 2303 Grand, Suite 7, Billings, MT	09/01/85
Dr. Kay Dorr, South Star Rte. 289, Nashua, MT	09/01/86
Kent H. Elliott, 403 S. Custer, Miles City, MT	09/01/86
Jim Whitehad, 410 Raymond, Helena, MT	09/01/87

VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

None

IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM

There has been concern dealing with the supervision for the one year of post-doctoral supervision. The supervision will be more closely monitored and eventual revamping of the system used. Law changes will be discussed for implementation in FY 87.

BOARD OF PUBLIC ACCOUNTANTS

I. GOALS AND OBJECTIVES

Goals: To establish a Positive Enforcement Program (PEP) that will decrease or eliminate substandard work and will enable the Board to deal with complaints of this nature in a positive and constructive way.

Objectives: To administer the semi-annual CPA examination, license all successful applicants for certification as CPAs and LPAs on yearly basis, investigate submitted formal complaints and evaluate the CPE programs for proper CPA credit, as required by the continuing education section of Board rules.

II. SUMMARY OF BOARD ACTIVITIES

All required licensing information on both licensees and CPA examination candidates has been entered on the word processor. Updated reports based on a variety of information determination are now available.

Ten Board meetings, two conference call meetings and one hearing were held during the biennum. Four CPA examinations were given during the biennum, in May and November of each fiscal year.

Board rules were changed to conform with the revised Accountancy Law that was passed by the 1983 Legislative Session. These rules became effective 6/29/84.

III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

	<u>FY 84</u>	<u>FY 85</u>
Applications Received by Category		
Reciprocity/Transfer of Grades	40	37
Examination - Initial (before cancellations)	284	236
Examination - Re-exam (before cancellations)	366	321
Examinations given - November (Passing)	221 (0)	212 (65)
Examinations given - May (Passing)	373 (118)	302 (109)
New Licenses Granted by Category:		
CPA	159	192
LPA	2	0
Licenses Renewed by Category		
CPA	1,523	1,657
LPA	70	58
Total Licensees at FY End by Category		
CPA	1,682	1,849
LPA	72	58

IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
False Advertising	No-violation-Dismissed		1

BOARD OF PUBLIC ACCOUNTANTS

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
Yellow Pages Listing under CPA of LPA by non-licensee	Listings deleted		3
Violation of 37-50-301(6) Illegal use of Title	Language reserved for licensees deleted		2
Negligence & sub-standard work	Hold-over from FY 83, remaining 5 audit reports submitted - Closed.	1	
Violation of 8.54.608(b) Due Professional Care	Licensee reprimanded, costs reimbursed - Closed.	1	
Retention of Records	Licensees contacted records returned-Closed.	1	
Retention & Untimely Work	Hold-over from FY 83 No violation-Dismissed.	1	
Non-compliance with GAAS and/or GAAP	No violation-Dismissed.	1	2
Substandard Work on Audits	Licensee instructed to take additional CPE in auditing-Closed.	1	
	Investigation still in process	1	
Violation of Professional Conduct, Privileged Communication, Confidential Client Information and Records Retention.	A civil suit is still in progress on this complaint Board will not take any action until court settlement is made.	1	
Violation of Professional Ethics in Language Used in Ad.	Licensee advised to be more judicious in future.	1	
Misleading & Deceptive Advertising in Firm Name.	Licensee instructed to discontinue advertisement.	1	

V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION

	<u>FY 84</u>	<u>FY 85</u>
Revoked - CPA Certificate	0	5
Revoked - LPA License	0	1
Revoked - CPA Permit to Practice	0	3
Revoked - LPA Permit to Practice	0	2
Suspended for failure to pay renewal fees - CPA	21	0
Suspended for failure to pay renewal fees - LPA	4	0
Further Continuing Education Required - CPA		1

BOARD OF PUBLIC ACCOUNTANTS

VI. FISCAL INFORMATION

	<u>FY 84</u>	<u>FY 85</u>
<b>REVENUE:</b>		
CPA Original	\$ 7,950	\$ 9,610
LPA Original	100	0
CPA Renewal	76,175	83,945
LPA Renewal	3,500	3,190
Accountants Reciprocity	2,650	2,420
Accountants Other	14	1,320
Copies of Documents	20	30
Accountants - Initial Examination	27,625	22,575
Accountants - Re-exam	20,890	17,930
Accountants - Word Processing	1,146	548
<b>TOTAL REVENUE</b>	<u>\$140,070</u>	<u>\$141,568</u>

**EXPENDITURES:**

**PERSONAL SERVICES:**

Salaries	\$ 31,477	\$ 32,190
Other Compensation	4,350	4,400
Employee Benefits	6,322	6,373
<b>TOTAL PERSONAL SERVICES</b>	<u>\$ 42,149</u>	<u>\$ 42,963</u>

**OPERATING EXPENSES:**

**CONTRACTED SERVICES:**

Consultant and Professional Services	\$ 62	\$ 2,605
Legal Fees and Court Costs	904	979
Printing	2,799	5,581
Written Examination Fees	23,006	19,551
Secretarial Service	603	0
Secretary of State Filing Fees	1,240	83
Contracts with Non-Profits	0	98
Computer Processing Services	270	75
Systems Development and Supplies	0	71
<b>TOTAL CONTRACTED SERVICES</b>	<u>\$ 28,884</u>	<u>\$ 29,043</u>

**SUPPLIES AND MATERIALS:**

Photo and Reproduction	\$ 14	\$ 32
Printing	22	0
Books and Reference Materials	53	287
Photographic	12	0
Office Supplies - Central Stores	254	294
Office Supplies - Non-state Provider	239	200
Data Processing Supplies	34	0
General	624	42
<b>TOTAL SUPPLIES AND MATERIALS</b>	<u>\$ 1,252</u>	<u>\$ 855</u>

**COMMUNICATIONS:**

Telephone - Local Service and Equipment	\$ 240	\$ 574
Telephone - Long Distance	120	106
Postage and Mailing	4,009	5,317
Telephone - STS Usage	544	734
Advertising	101	164
Telephone - Onetime Charge	0	2
<b>TOTAL COMMUNICATIONS</b>	<u>\$ 5,014</u>	<u>\$ 6,897</u>

## BOARD OF PUBLIC ACCOUNTANTS

	<u>FY 84</u>	<u>FY 85</u>
<b>TRAVEL:</b>		
In-state Personal Car Mileage	\$ 2,206	\$ 1,541
In-state Commercial Transportation	972	0
In-state Other	245	244
In-state Meals	1,000	396
In-state Meals Overnight	0	212
In-state Lodging	1,234	679
In-state Motor Pool	0	136
Out-of-state Commercial Transportation	1,444	4,243
Out-of-state Other	0	4
Out-of-state Meals	311	400
Out-of-state Lodging	1,284	2,833
Out-of-state Personal Car Mileage	278	0
Out-of-state Meals Overnight	0	240
<b>TOTAL TRAVEL</b>	<u>\$ 8,974</u>	<u>\$ 10,928</u>
<b>RENT:</b>		
Meeting Rooms	\$ 2,175	\$ 3,070
Photocopy Equipment	0	229
Department of Administration Buildings	1,268	1,154
<b>TOTAL RENT</b>	<u>\$ 3,443</u>	<u>\$ 4,453</u>
<b>REPAIR AND MAINTENANCE:</b>		
Maintenance Contracts	\$ 1,854	\$ 1,716
<b>TOTAL REPAIR AND MAINTENANCE</b>	<u>\$ 1,854</u>	<u>\$ 1,716</u>
<b>OTHER EXPENSES:</b>		
Dues	\$ 1,200	\$ 1,200
Subscriptions	128	0
Registration Fees for Training Conf.	756	950
Tuition	0	222
Freight and Express	218	124
Indirect/Administrative Costs	9,595	9,712
Photographic & Film Processing	0	3
General	7	0
<b>TOTAL OTHER EXPENSES</b>	<u>\$ 11,904</u>	<u>\$ 12,211</u>
<b>TOTAL OPERATING EXPENSE:</b>	<u>\$ 61,325</u>	<u>\$ 66,103</u>
<b>TOTAL ALL EXPENDITURES</b>	<u>\$ 103,474</u>	<u>\$ 109,066</u>
<b>TOTAL APPROPRIATION</b>	<u>\$ 128,328</u>	<u>\$ 135,832</u>
<b>UNEXPENDED APPROPRIATION</b>	<u>\$ 24,854</u>	<u>\$ 26,766</u>
<b>CASH BALANCE - FYE</b>	<u>\$ 161,776</u>	<u>\$ 193,835</u>

**VII. BOARD MEMBERSHIP DURING BIENNIAL**

Clint Frazee, CPA, 112 E. Lincoln, Bozeman, MT	07/01/88
Ray Curtis, CPA, 720 First Bank Bldg., Billings, MT	07/01/86
Bob Bragg, CPA, 830 West Central, Missoula, MT	07/01/87
Jim Stover, LPA, 216 Pattee Canyon Dr., Missoula, MT	07/01/87
Charlie Byrne, Public Member, Box 3204, Gt. Falls, MT	07/01/85

**VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD**

## BOARD OF RADIOLOGIC TECHNOLOGISTS

### I. GOALS AND OBJECTIVES

Goals: To assure that all x-ray procedures are performed by qualified, competent and experienced persons. To continue working with the Department of Health on inspection for licensing compliance of x-ray personnel. To make all x-ray locations aware of the dangers of x-ray radiations. To enforce the statutes affecting licensure of radiologic technologists.

Objectives: To redo the examinations to update the examination material. To assure the public that persons representing themselves as limited permit holders and radiologic technologists are fully qualified by investigating complaints received against the profession and licensees, proctoring examinations as needed and issuing licenses to successful candidates.

### II. SUMMARY OF BOARD ACTIVITIES

Examined and licensed permit persons and radiologic technologists to assure the public that persons performing x-rays are qualified. Worked toward making the health care professions and the public aware of the dangers of radiation overexposure, resulting in training programs for x-ray personnel giving needed attention to positioning, exposure, darkroom procedures and patient safety. The Board has increased the number of hours of education required before permit holders can sit for the examination.

### III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

	FY 84	FY 85
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#### Applications Received by Category:

Permit Applications	42	80
Rad. Tech. Applications	43	45

#### Examinations Given by Category (Passing):

General	12	15
Chest	7	13
Extremities	9	13
Skull	3	11
Spine	5	11
Other	2	11

#### New Licenses Granted by Category:

Permits	11	15
R.T. Licenses	40	42

#### Licenses Renewed by Category:

Rad. Techs (biennial)	458	0
Permits (annual)	109	109

#### Total Licensees at FY End by Category:

Permits	120	124
R.T.	498	540

## BOARD OF RADIOLOGIC TECHNOLOGISTS

**IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION**

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
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There were no official complaints received and recorded on complaint register in Board office.

**V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION**

	<u>FY 84</u>	<u>FY 85</u>
Revoked	0	0
Suspended	0	0
Failure to Pay Renewal Fee	0	0

**VI. FISCAL INFORMATION**

	<u>FY 84</u>	<u>FY 85</u>
<b>REVENUE:</b>		
Rad. Tech. Certificate	\$ 1,215	\$ 2,145
Rad. Tech. License/Orig/Renewal	16,209	2,770
Rad. Tech Permit/Orig/Renewal	3,860	3,840
Rad. Tech Temp. Permit	0	260
Rad. Tech. Late Fee	360	720
Rad. Tech. Exam.	345	60
<b>TOTAL REVENUE</b>	<b>\$21,989</b>	<b>\$ 9,795</b>

**EXPENDITURES:**

<b>PERSONAL SERVICES:</b>		
Salaries	\$ 4,860	\$ 7,639
Other Compensation	700	650
Employee Benefits	937	1,503
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 6,497</b>	<b>\$ 9,792</b>

**OPERATING EXPENSES:****CONTRACTED SERVICES:**

Consultant and Professional Services	\$ 5	\$ 65
Legal Fees and Court Costs	881	753
Printing	617	304
Written Examination Fees	0	220
Photo Services	2	0
Secretary of State Filing Fees	195	548
Computer Processing Services	31	117
Systems Development and Supplies	0	41
<b>TOTAL CONTRACTED SERVICES</b>	<b>\$ 1,731</b>	<b>\$ 2,048</b>

**SUPPLIES AND MATERIALS:**

Photo and Reproduction	\$ 0	\$ 5
Books and Reference Materials	1	0
Office Supplies - Central Stores	15	48
Office Supplies - State Proc	3	0

BOARD OF RADIOLOGIC TECHNOLOGISTS

	<u>FY 84</u>	<u>FY 85</u>
Office Supplies - Non-state Provider	0	68
General	3	0
Printing	2	0
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>\$ 24</b>	<b>\$ 121</b>
 COMMUNICATIONS:		
Telephone - Local Service and Equipment	\$ 35	\$ 83
Telephone - Long Distance	23	121
Postage and Mailing	650	311
Telephone - STS Usage	77	45
Telephone - One Time Charge	0	1
<b>TOTAL COMMUNICATIONS</b>	<b>\$ 785</b>	<b>\$ 561</b>
 TRAVEL:		
In-state Personal Car Mileage	\$ 565	\$ 392
In-state Commercial Transportation	26	57
In-state Meals	214	72
In-state Meals Overnight	0	70
In-state Lodging	135	120
<b>TOTAL TRAVEL</b>	<b>\$ 940</b>	<b>\$ 711</b>
 RENT:		
Photocopy Equipment	\$ 0	\$ 37
Department of Administration Buildings	94	61
<b>TOTAL RENT</b>	<b>\$ 94</b>	<b>\$ 98</b>
 REPAIR AND MAINTENANCE:		
Maintenance Contracts	\$ 48	\$ 0
<b>TOTAL REPAIR AND MAINTENANCE</b>	<b>\$ 48</b>	<b>\$ 0</b>
 OTHER EXPENSES:		
Indirect & Admin. Costs.	\$ 2,741	\$ 2,775
<b>TOTAL OTHER EXPENSES</b>	<b>\$ 2,741</b>	<b>\$ 2,775</b>
 TOTAL OPERATING EXPENSE:	<b>\$ 6,363</b>	<b>\$ 6,314</b>
 TOTAL ALL EXPENDITURES	<b>\$ 12,860</b>	<b>\$ 16,106</b>
 TOTAL APPROPRIATION	<b>\$ 18,774</b>	<b>\$ 19,938</b>
LESS EXPENSES	-12,860	-16,106
<b>UNEXPENDED APPROPRIATION</b>	<b>\$ 5,914</b>	<b>\$ 3,832</b>
 CASH BALANCE - FYE	<b>\$ 16,225</b>	<b>\$ 9,796</b>

**VII. BOARD MEMBERSHIP DURING BIENNUIUM**

Dr. Howard Mazurkiewicz, Great Falls, Montana  
 Peggy Mothershead, Big Timber, Montana  
 Dr. Dail F. Lodge, Bozeman, Montana  
 Alice O'Donnell, Anaconda, Montana  
 Rosemary Cuskelly, Missoula, Montana  
 Adrian Howe, Helena, Montana  
 Lon Rominger, Great Falls, Montana

BOARD OF RADIOLOGIC TECHNOLOGISTS

**VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD**

None.

**IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM**

To automate the renewal process for more efficient operation. Need to revise examinations with practical as well as theory section for those persons who are not professional radiologic technologists. To update rules as needed.

## BOARD OF REALTY REGULATION

### I. GOALS AND OBJECTIVES

Goals: To regulate the licensing of real estate salespersons and brokers to safeguard the public interest in real estate transactions and require the maintenance of high ethical standards of all real estate licensees doing business with the public in the State of Montana.

Objectives: Provide an examination for salespersons and brokers which will adequately test the proficiency of the applicant concerning the field of real estate.

Investigate all negligent handling of real estate matters by licensees that become apparent from complaints or auditing of trust accounts.

### II. SUMMARY OF BOARD ACTIVITIES

Adopted new recovery fund project to protect the public. Institute new pre-licensure and continued education requirements.

### III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

	<u>FY 84</u>	<u>FY 85</u>
Applications Received by Category		
Salesperson	1,676	1,255
Broker	480	420
Examinations Given by Category (Passing)		
Sales	1,577(498)	1,181(589)
Brokers	450(163)	395(123)
New Licenses Granted by Category		
Salesperson	498	589
Brokers	163	123
Licenses Renewed by Category		
Salesperson	2,170	2,051
Brokers	1,902	2,250
Inactive Salesperson	645	645
Inactive Brokers	95	75
Total Licensees at FY End by Category		
Salesperson	2,766	2,585
Brokers	2,057	2,346
Inactive Salesperson	694	700
Inactive Brokers	103	102

### IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
Misrepresentation	Dismissed	24	23
	Letter of Reprimand	3	1

**BOARD OF REALTY REGULATION**

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
Failure to account for or remit money coming into his/her possession	Dismissed	5	7
	Letter of Reprimand	0	3
	Revoked	0	3
	Pending:		
	a) investigation	0	1
	b) litigation	2	3
Demonstrating unworthiness or incompetency to act as broker of salesperson	Dismissed	29	21
	Letter of Reprimand	1	6
	Suspension	2	3
	Revoked	1	0
	Pending:		
	a) investigation	0	2
	b) litigation	0	0

**V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION**

	<u>FY 84</u>	<u>FY 85</u>
Revoked	1	3
Suspended	2	3
Failure to Pay Renewal Fee		
Salesperson	78	102
Broker	57	59
Inactive Salesperson	675	246
Inactive Broker	71	15

**VI. FISCAL INFORMATION**

	<u>FY 84</u>	<u>FY 85</u>
<b>REVENUE:</b>		
Broker Original	\$ 9,950	6,750
Broker Renewal	59,915	63,790
Salesman Original	17,435	14,725
Salesman Renewal	42,250	43,425
Branch Office	975	1,020
Address Change	41,850	31,900
Real Estate Other	2,355	4,515
Broker/Sales Initial Examination	46,270	35,180
Broker/Sales Retake Exam	21,155	17,080
Broker/Sales reschedule Exam	2,551	1,950
Publications Issued	3,892	3,713
<b>TOTAL REVENUE</b>	<b>\$248,598</b>	<b>\$224,048</b>

**EXPENDITURES:**

<b>PERSONAL SERVICES:</b>		
Salaries	\$ 91,706	\$ 96,626
Other Compensation	3,075	3,975
Employee Benefits	17,728	20,200
<b>TOTAL PERSONAL SERVICES</b>	<b>\$112,509</b>	<b>\$120,801</b>

**OPERATING EXPENSES:**

**CONTRACTED SERVICES:**

    Consultant and Professional Services

\$ 25 \$ 76

BOARD OF REALTY REGULATION

	FY 84	FY 85
Legal Fees and Court Costs	\$ 3,488	\$ 5,366
Printing	6,091	7,722
Photographic Services	3	0
Written Examination Fees	28,071	32,243
Secretarial Services	40	0
Secretary of State Filing Fees	0	8
Contracts with non-profits	0	263
Data Proc. Serv./D or A	84	
Computer Processing Services	781	1,056
Systems Development and Supplies	771	951
General	0	9
<b>TOTAL CONTRACTED SERVICES</b>	<b>\$ 39,270</b>	<b>\$ 47,694</b>
<b>SUPPLIES AND MATERIALS:</b>		
Photo and Reproduction	\$ 12	\$ 64
Forms/Central Store	2	0
Maps, Charts & Pamphlets	1	4
Books and Reference Materials	968	1,546
Paper	3	97
Office Supplies - Central Stores	313	1,170
Office Supplies - Non-state Provider	75	385
General	2	86
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>\$ 1,460</b>	<b>\$ 3,352</b>
<b>COMMUNICATIONS:</b>		
Telephone - Local Service and Equipment	\$ 766	\$ 1,673
Telephone - Long Distance	748	809
Postage and Mailing	7,195	9,165
Advertising	247	11
Telephone/STS Usage	1,173	1,351
Telephone/Overtime Charges	15	8
<b>TOTAL COMMUNICATIONS</b>	<b>\$ 10,144</b>	<b>\$ 13,017</b>
<b>TRAVEL:</b>		
In-state Personal Car Mileage	\$ 2,155	\$ 9,558
In-state Commercial Transportation	433	775
In-state Other	415	884
In-state Meals	2,672	2,457
In-state Meals Overnight	0	1,628
In-state Lodging	3,474	5,287
In-state Motor Pool	5,446	560
Out-of-state Commercial Transportation	1,257	760
Out-of-state Meals	362	354
Out-of-state Lodging	446	736
<b>TOTAL TRAVEL</b>	<b>\$ 16,660</b>	<b>\$ 22,999</b>
<b>RENT:</b>		
Meeting Rooms	\$ 89	\$ 142
Leased Equipment	107	494
Department of Administration Buildings	3,664	3,136
<b>TOTAL RENT</b>	<b>\$ 3,860</b>	<b>\$ 3,772</b>
<b>REPAIR AND MAINTENANCE:</b>		
Maintenance Contracts	\$ 1,910	\$ 2,074
<b>TOTAL REPAIR AND MAINTENANCE</b>	<b>\$ 1,910</b>	<b>\$ 2,074</b>

## BOARD OF REALTY REGULATION

	<u>FY 84</u>	<u>FY 85</u>
<b>OTHER EXPENSES:</b>		
Dues	\$ 550	\$ 720
Subscriptions	328	245
Registration Fees for Training	470	1,020
Tuition	190	129
Freight and Express	9	47
<b>TOTAL OTHER EXPENSES</b>	<u>\$ 1,547</u>	<u>\$ 2,161</u>
<b>TOTAL OPERATING EXPENSE:</b>	<b>\$ 74,851</b>	<b>\$ 95,069</b>
<b>EQUIPMENT:</b>		
Data Processing	\$ 378	\$ 0
<b>TOTAL EQUIPMENT</b>	<u>\$ 378</u>	<u>\$ 0</u>
<b>TRANSFER ADMINISTRATIVE COSTS</b>	<b>\$ 32,279</b>	<b>\$ 32,672</b>
<b>TOTAL ALL EXPENDITURES</b>	<b>\$220,017</b>	<b>\$248,542</b>
<b>TOTAL APPROPRIATION</b>	<b>\$259,200</b>	<b>\$273,639</b>
<b>UNEXPENDED APPROPRIATION</b>	<b>\$ 31,172</b>	<b>\$ 24,607</b>
<b>CASH BALANCE - FYE</b>	<b>\$191,318</b>	<b>\$147,588</b>

**VII. BOARD MEMBERSHIP DURING BIENNUIUM**

A. Tom Lund, Sr., Box 233, Hamilton, MT	05/09/85
George Pierce, P.O. Box 30777, Billings, MT	05/09/86
Patricia Raundal, 509 Raymond St., Helena, MT	05/09/87
John B. Dudis, P.O. Box 759, Kalispell, MT	05/09/87
Lyle McKenna, Box 1203, Lewistown, MT	05/09/88
B. Helen Garick, 1701 South Ave. W., Missoula, MT	05/09/88

BOARD OF SANITARIANS

**I. GOALS AND OBJECTIVES**

Goals: To assure that the maximum protection of the human environment and thus human health is provided the people of Montana by insuring that only qualified individuals are licensed under the provisions of the laws of Montana. The importance of qualified individuals in this profession is equal to other health related professions, such as physicians, pharmacists, and engineers.

Objectives: To insure all applicants are qualified, review and take appropriate action on complaints and reports of improper conduct of licensees, review rules at least annually, initiate a requirement for continuing education.

**II. SUMMARY OF BOARD ACTIVITIES**

Administered all requested and required examinations. Prepare and receive all renewals of licenses. Conduct Board meetings as requested. Investigate complaints. Formulate and adopt rules as needed.

**III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING**

	<u>FY 84</u>	<u>FY 85</u>
Examinations Given	12	19
New Licenses Granted	12	19
Licenses Renewed	143	156
Total Licensees at FY End	155	175

**IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION**

No Complaints were received.

**V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION**

	<u>FY 84</u>	<u>FY 85</u>
Revoked	0	0
Suspended	0	0
Failure to Pay Renewal Fee - license declared void	2	2

**VI. FISCAL INFORMATION**

REVENUE:	<u>FY 84</u>	<u>FY 85</u>
San. Renewal	\$ 4,470	\$ 4,500
San. Examination	1,075	1,380
TOTAL REVENUE	<u>\$ 5,545</u>	<u>\$ 5,880</u>

**EXPENDITURES:**

PERSONAL SERVICES:	<u>FY 84</u>	<u>FY 85</u>
Salaries	\$ 1,161	\$ 2,062
Employee Benefits	227	411
TOTAL PERSONAL SERVICES	<u>\$ 1,388</u>	<u>\$ 2,473</u>

BOARD OF SANITARIANS

	<u>FY 84</u>	<u>FY 85</u>
<b>OPERATING EXPENSES:</b>		
<b>CONTRACTED SERVICES:</b>		
Consultant and Professional Services	\$ 0	\$ 23
Legal Fees and Court Costs	0	78
Printing	24	112
Written Examination Fees	450	715
Secretary of State Filing Fees	0	8
Computer Processing Services	6	90
Systems Development and Supplies	0	43
<b>TOTAL CONTRACTED SERVICES</b>	<u>\$ 480</u>	<u>\$ 1,069</u>
<b>SUPPLIES AND MATERIALS:</b>		
Books and Reference Materials	\$ 1	\$ 0
Office Supplies - Central Stores	8	7
Office Supplies - Non-state Provider	3	40
Printing	5	0
<b>TOTAL SUPPLIES AND MATERIALS</b>	<u>\$ 17</u>	<u>\$ 47</u>
<b>COMMUNICATIONS:</b>		
Telephone - Local Service and Equipment	\$ 35	\$ 13
Telephone - Long Distance	0	1
Postage and Mailing	147	235
Telephone - STS Usage	6	34
<b>TOTAL COMMUNICATIONS</b>	<u>\$ 188</u>	<u>\$ 283</u>
<b>TRAVEL:</b>		
In-state Personal Car Mileage	\$ 0	\$ 0
In-state Meals	0	0
<b>TOTAL TRAVEL</b>	<u>\$ 0</u>	<u>\$ 0</u>
<b>RENT:</b>		
Photocopy Equipment	\$ 0	\$ 4
Department of Administration Buildings	55	9
<b>TOTAL RENT</b>	<u>\$ 55</u>	<u>\$ 13</u>
<b>REPAIR AND MAINTENANCE:</b>		
Maintenance Contracts	2	0
<b>TOTAL REPAIR AND MAINTENANCE</b>	<u>\$ 2</u>	<u>\$ 0</u>
<b>OTHER EXPENSES:</b>		
Indirect Admin. Cost	840	850
<b>TOTAL OTHER EXPENSES</b>	<u>\$ 840</u>	<u>\$ 850</u>
<b>TOTAL OPERATING EXPENSE:</b>	<u>\$ 1,582</u>	<u>\$ 2,262</u>
<b>TOTAL ALL EXPENDITURES</b>	<u>\$ 2,970</u>	<u>\$ 4,735</u>
<b>TOTAL APPROPRIATION</b>	<u>\$ 4,650</u>	<u>\$ 4,474</u>
LESS EXPENSES	-2,970	-4,736
<b>UNEXPENDED APPROPRIATION</b>	<u>\$ 1,680</u>	<u>\$ -262</u>
<b>CASH BALANCE - FYE</b>	<u>\$ 11,050</u>	<u>\$ 12,192</u>

BOARD OF SANITARIANS

VII. BOARD MEMBERSHIP DURING BIENNIAL

Stella Hansen, 841 Woodford St., Missoula, MT	07/01/86
Sam Kalafat, Box 494, Black Eagle, MT	07/01/87
Jim Peterson, Dept. of Health, Helena, MT	07/01/88

VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD

None.

IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM

Continue to review and update all forms used to administer the requirements to the law and to review and revise the rules as needed. Increased budget to more appropriately cover expenses and allow additional work to be done for the Board, as well as additional meetings.

**BOARD OF SOCIAL WORK EXAMINERS AND  
PROFESSIONAL COUNSELORS**

**I. GOALS AND OBJECTIVES**

Goals: To keep the public's welfare in mind in all transactions and to stimulate a high standard of professional goals for each licensee.

Objectives: To receive and examine all applications for licensing in the social work field, determining those individuals that are qualified to take an examination to become licensed in Montana. To work with individuals who may fall short of required qualifications in order they may properly attain the necessary requirements.

**II. SUMMARY OF BOARD ACTIVITIES**

Held necessary Board meetings, proposed and adopted regulations. Conference calls were held to resolve existing situations.

**III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING**

	<u>FY 84</u>	<u>FY 85</u>
Applications Received	*	9
Examinations Given	*	0
Licenses by Exam	*	2
Licenses	9	132
Licenses Renewed	*	28
Total Licensees at FY End	145	

\* Applicants were grandfathered until October 1, 1984

**IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION**

No Complaints

Pending litigation: 1 formal hearing for denial of licensure

**V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION**

	<u>FY 84</u>	<u>FY 85</u>
None		

**VI. FISCAL INFORMATION**

REVENUE:	<u>FY 84</u>	<u>FY 85</u>
Application Fee	\$ 1,650	\$ 6,450
Original License Fee	225	3,275
Renewal License Fee	1,200	
TOTAL REVENUE	<u>\$ 1,875</u>	<u>\$ 10,925</u>

**EXPENDITURES:**

PERSONAL SERVICES:		
Salaries	\$ 824	\$ 1,457

BOARD OF SOCIAL WORK EXAMINERS AND PROFESSIONAL COUNSELORS	<u>FY 84</u>	<u>FY 85</u>
Other Compensation	550	800
Employee Benefits	176	275
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 1,550</b>	<b>\$ 2,532</b>
<b>OPERATING EXPENSES:</b>		
<b>CONTRACTED SERVICES:</b>		
Consultant and Professional Services	\$ 100	\$ 208
Legal Fees and Court Costs	117	894
Printing	272	37
Sec. of State Filing Fees	105	68
Computer Processing Services	23	33
Systems Development and Supplies	34	25
<b>TOTAL CONTRACTED SERVICES</b>	<b>\$ 651</b>	<b>\$ 1,265</b>
<b>SUPPLIES AND MATERIALS:</b>		
Photo and Reproduction	\$ 0	\$ 4
Books and Reference Materials	0	2
Office Supplies - Central Stores	0	17
Office Supplies - Non-state Provider	95	32
General	0	6
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>\$ 95</b>	<b>\$ 61</b>
<b>COMMUNICATIONS:</b>		
Telephone - Local Service and Equipment	\$ 0	\$ 19
Telephone - Long Distance	3	0
Postage and Mailing	36	305
Telephone - STS Usage	74	59
Advertising	50	0
<b>TOTAL COMMUNICATIONS</b>	<b>\$ 163</b>	<b>\$ 383</b>
<b>TRAVEL:</b>		
In-state Personal Car Mileage	\$ 447	\$ 445
In-state Commercial Transportation	287	369
In-state Other	11	22
In-state Meals	159	99
In-state Meals Overnight	0	58
In-state Lodging	144	216
Out-of-state Commercial Transportation	0	429
Out-of-state Lodging	0	166
Out-of-state Meals Overnight		86
<b>TOTAL TRAVEL</b>	<b>\$ 1,048</b>	<b>\$ 1,890</b>
<b>RENT:</b>		
Photocopy Equipment	\$ 0	\$ 27
Department of Administration Buildings	42	40
<b>TOTAL RENT</b>	<b>\$ 42</b>	<b>\$ 67</b>
<b>OTHER EXPENSES:</b>		
Dues	\$ 0	\$ 77
<b>TOTAL OTHER EXPENSES</b>	<b>\$ 0</b>	<b>\$ 77</b>
<b>TOTAL OPERATING EXPENSE:</b>	<b>\$ 1,999</b>	<b>\$ 3,473</b>
<b>TRANSFER ADMINISTRATIVE COSTS</b>	<b>\$ 435</b>	<b>\$ 435</b>

BOARD OF SOCIAL WORK EXAMINERS AND PROFESSIONAL COUNSELORS	FY 84	FY 85
TOTAL ALL EXPENDITURES	\$ 3,984	\$ 6,710
TOTAL APPROPRIATION	\$ 4,350	\$ 7,356
UNEXPENDED APPROPRIATION	\$ 364	\$ 646
CASH BALANCE - FYE	\$ 1,581	\$ 4,226

**VII. BOARD MEMBERSHIP DURING BIENNUIUM**

James J. Pomroy, 1539 11th Ave., Helena, MT 59620	01/01/87 (Resigned)
Patrick J. Kelly, P.O. Box 249, Miles City, MT 59301	01/01/87
Peter C. Guthridge, 1211 Grand Ave., Billings, MT 59102	01/07/85
Ms. Linda J. Williams, Rt. 1 Box 99, Huntley, MT 59037	01/07/85
Ms. Suzanne G. Tiddy, Casey Family Program, Diamond Block, Helena, MT 59601	01/07/85

**VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD**

None - This Board was initiated in October of 1983.

**IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM**

To closely monitor statute and regulations to facilitate and promote an efficient manner of protecting the public. Assist Board members by keeping them informed of information received in the Board office relating to other state Boards.

BOARD OF SPEECH PATHOLOGISTS AND AUDIOLOGISTS

**I. GOALS AND OBJECTIVES**

Goals: Establishment of a comprehensive Continuing Education Program that will be an effective tool for maintaining professional competence in the Speech Pathology and/or Audiology field.

Objectives: Process licensure applications and grant licensure to qualified applicants, renew all licensees, investigate formal complaints, work with the Office of Public Instruction to resolve issues and problems that arise in the Speech Pathology/Audiology field in the public schools.

**II. SUMMARY OF BOARD ACTIVITIES**

Changed renewal date to every year. Change laws to register aides and charge a fee.

**III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING**

	<u>FY 84</u>	<u>FY 85</u>
Applications Received by Category		
Speech Pathology	15	25
Audiology	6	4
New Licenses Granted by Category		
Speech Pathology	15	21
Audiology	6	6
Licenses Renewed by Category		
Speech Pathology	267	31
Audiology	58	2
Total Licensees at FY End by Category		
Speech Pathology	282	219
Audiology	56	47

**IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION**

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
Illegal use of Audiology title	Discontinued use of title	22	1
Practicing without a license	Practicing under supervision	1	
Advertising misleading	Changed advertisement	1	1

**V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION**

	<u>FY 84</u>	<u>FY 85</u>
None.		

BOARD OF SPEECH PATHOLOGISTS AND AUDIOLOGISTS

**VI. FISCAL INFORMATION**

	<u>FY 84</u>	<u>FY 85</u>
<b>REVENUE:</b>		
Speech Original/Renewal	\$ 9,800	\$ 1,550
Audiologists	1,225	100
Speech Application	1,100	2,200
Speech Inactive	110	20
Audiologist Application	380	370
Late Fees	45	290
<b>TOTAL REVENUE</b>	<u>\$12,660</u>	<u>\$ 4,530</u>
<b>EXPENDITURES:</b>		
<b>PERSONAL SERVICES:</b>		
Salaries	\$ 1,740	\$ 1,831
Other Compensation	250	850
Employee Benefits	364	406
<b>TOTAL PERSONAL SERVICES</b>	<u>\$ 2,354</u>	<u>\$ 3,087</u>
<b>OPERATING EXPENSES:</b>		
<b>CONTRACTED SERVICES:</b>		
Consultant and Professional Services	\$ 0	\$ 17
Legal Fees and Court Costs	39	234
Printing	192	501
Secretary of State Filing Fees	0	8
Computer Processing Services	55	11
Systems Development and Supp/D of A	0	35
Systems Development and Supp/Internal	221	21
<b>TOTAL CONTRACTED SERVICES</b>	<u>\$ 507</u>	<u>\$ 827</u>
<b>SUPPLIES AND MATERIALS:</b>		
Photo and Reproduction	\$ 0	\$ 1
Books and Reference Materials	1	37
Office Supplies - Central Stores	29	93
Office Supplies - Non-state Provider	7	33
<b>TOTAL SUPPLIES AND MATERIALS</b>	<u>\$ 37</u>	<u>\$ 164</u>
<b>COMMUNICATIONS:</b>		
Telephone - Local Service and Equipment	\$ 0	\$ 134
Telephone - Long Distance	44	38
Postage and Mailing	308	488
Telephone - STS Usage	138	43
Telephone - One time charges	0	33
<b>TOTAL COMMUNICATIONS</b>	<u>\$ 490</u>	<u>\$ 736</u>
<b>TRAVEL:</b>		
In-state Personal Car Mileage	\$ 685	\$ 568
In-state Commercial Transportation	313	394
In-state Other	2	5
In-state Meals	165	150
In-state Lodging	45	103
In-state Meals Overnight	0	15
Out-of-state Meals	0	25
<b>TOTAL TRAVEL</b>	<u>\$ 1,210</u>	<u>\$ 1,260</u>

BOARD OF SPEECH PATHOLOGISTS AND AUDIOLOGISTS

	<u>FY 84</u>	<u>FY 85</u>
<b>RENT:</b>		
Meeting Rooms	\$ 0	\$ 25
Photocopy Equipment	0	15
Department of Administration Buildings	76	40
<b>TOTAL RENT</b>	<u>\$ 76</u>	<u>\$ 80</u>
<b>REPAIR AND MAINTENANCE:</b>		
Maintenance Contracts	\$ 39	\$ 0
<b>TOTAL REPAIR AND MAINTENANCE</b>	<u>\$ 39</u>	<u>\$ 0</u>
<b>OTHER EXPENSES:</b>		
Dues & Registration Fee	\$ 20	\$ 15
<b>TOTAL OTHER EXPENSES</b>	<u>\$ 20</u>	<u>\$ 15</u>
<b>TOTAL OPERATING EXPENSE:</b>	<b>\$ 2,379</b>	<b>\$ 3,082</b>
TRANSFER ADMINISTRATIVE COSTS	\$ 1,238	\$ 1,253
<b>TOTAL ALL EXPENDITURES</b>	<b>\$ 5,971</b>	<b>\$ 7,421</b>
<b>TOTAL APPROPRIATION</b>	<b>\$13,379</b>	<b>\$10,089</b>
UNEXPENDED APPROPRIATION	\$ 7,409	\$ 2,667
<b>CASH BALANCE - FYE</b>	<b>\$14,937</b>	<b>\$12,037</b>

**VII. BOARD MEMBERSHIP DURING BIENNUIUM**

Carol Schellack, 2600 Beaver Head Lane, Dillon, MT	12/31/89
Lee E. Micken, 300 N. Willson, Bozeman, MT	12/31/83
Patircia Dubray, 2007 Miles ave., Billings, MT	12/31/86
Bette Himer, 831 Dove St., Glendive, MT	12/31/87
Mary Suzanne Bobowiec, Box 4234, Missoula, MT	12/31/84
Floyd McDowell, 39 A St. N., Great Falls, MT	12/31/88
Gene Bukowski, 1302 Blue Bell, Billings, MT	12/31/86

**VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD**

To allow the Board to register aides and charge a fee commensurate with cost.  
Change renewal date to every year.

## BOARD OF VETERINARIANS

### I. GOALS AND OBJECTIVES

Goals: The goal of the Board of Veterinary Medicine is to provide and assure protection to the public that persons practicing or commencing to practice veterinary medicine in Montana meet educational and professional standards of competence and to maintain that competency by regulation in accordance with the statutes and rules in the best interest of the public.

Objectives: To review complaints against licensees to determine if disciplinary actions are warranted, and if so, to initiate the same. To investigate complaints against individuals practicing veterinary medicine without a license. To examine qualified applicants for licensure as a veterinarian and to assure that they are competent to practice by passage of a written, practical and oral examination as required. To issue annual certificates of registration each year to licensed veterinarians who have satisfied the requirement of attendance at a continuing educational program approved by the educational programs and determine their pertinency and relevancy. To provide for the inspection of veterinary facilities to maintain uniform standards of sanitation and cleanliness.

### II. SUMMARY OF BOARD ACTIVITIES

There were two Board meetings and examinations held in FY 84; and on Conference Call, three Board meetings and two examinations held in FY 85.

The Board filed one notice of proposed rule amendments and one Administrative Order pertaining to the change in the name of the Board; change in the date for the annual renewal of certificate of registration and continuing education; and the procedure for filing for Temporary Permits.

### III. STATISTICS ILLUSTRATING BOARD ACTIVITIES CONCERNING LICENSING

	FY 84	FY 85
Applications Received by Category	65	66
Examinations Given by Category (Passing) Veterinarian	59(55)	56(51)
New Licenses Granted by Category Veterinarian	60	50
Licenses Renewed by Category Veterinarian	681	156*
Total Licensees at FY End by Category Veterinarian	748	778
Temporary Permits Issued	9	5
Renewals Verified for Continuing Education	671	156

\*The reason for the low number of renewals is because the renewal date was changed from July 1 to November 1 in 1985.

Board of Veterinarians

**IV. SUMMARY OF COMPLAINTS RECEIVED AND THEIR DISPOSITION**

<u>TYPE OF COMPLAINT</u>	<u>DISPOSITION</u>	<u>FY 84</u>	<u>FY 85</u>
Practicing veterinary medicine without a license	Letter of Warning (6)	1	1
Suspension or reprimand of State Veterinarian Deputy	90 day suspension deferred for 1 year (1) No action (1)	1	1
Competence	No Violation (2)	0	2
Procedure used by Dept. of FWP	No Action (1)	0	1

Of the eleven complaints received in the biennium, seven were filed by veterinarians, two by the public, and two were received from the Department of Livestock.

**V. NUMBER OF LICENSES REVOKED OR SUSPENDED BY CATEGORY OR OTHER DISCIPLINARY ACTION**

	<u>FY 84</u>	<u>FY 85</u>
Revoked	0	0
Suspended (Deferred)	1	0
Other Disciplinary Action	0	0
Forfeited for non-payment of renewal fees and/or non-compliance with the C.E. requirements	13	16

**VI. FISCAL INFORMATION**

<u>REVENUE:</u>	<u>FY 84</u>	<u>FY 85</u>
Veterinarian Renewal	\$17,025	\$ 3,900
Veterinarian Restoration	1,350	1,499
Miscellaneous Receipts	10	
Veterinarian Examination	4,575	4,950
<b>TOTAL REVENUE</b>	<b>\$22,960</b>	<b>\$10,349</b>

**EXPENDITURES:**

<u>PERSONAL SERVICES:</u>		
Salaries	\$ 6,115	\$ 6,873
Other Compensation	1,850	2,500
Employee Benefits	1,130	1,330
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 9,095</b>	<b>\$10,703</b>

**OPERATING EXPENSES:**

<u>CONTRACTED SERVICES:</u>		
Consultant and Professional Services	\$ 150	\$ 216
Legal Fees and Court Costs	749	200

BOARD OF VETERINARIANS		FY 84	FY 85
Printing		636	410
Microfilm Services		0	17
Consultant & Other Travel		141	0
Secretary of State Filing Fees		75	143
Computer Processing Services		12	29
Systems Development and Supp/D. of A		0	18
Systems Development and Supp/Internal		64	88
<b>TOTAL CONTRACTED SERVICES</b>		<b>\$ 1,827</b>	<b>\$ 1,121</b>
<b>SUPPLIES AND MATERIALS:</b>			
Photo and Reproduction	\$ 0	\$ 5	
Books and Reference Materials	7	0	
Paper/Central Store	0	6	
Office Supplies - Central Stores	34	53	
Office Supplies - Non-state Provider	126	171	
General	38	8	
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>\$ 205</b>	<b>\$ 243</b>	
<b>COMMUNICATIONS:</b>			
Telephone - Local Service and Equipment	\$ 50	\$ 81	
Telephone - Long Distance	71	77	
Postage and Mailing	804	910	
Telephone - STS Usage	75	87	
Telephone - One Time Charges	0	1	
<b>TOTAL COMMUNICATIONS</b>	<b>\$ 1,000</b>	<b>\$ 1,156</b>	
<b>TRAVEL:</b>			
In-state Personal Car Mileage	\$ 1,255	\$ 1,363	
In-state Meals	508	18	
In-state Meals Overnight	0	434	
In-state Lodging	635	624	
In-state Motor Pool	73	0	
Out-of-state Commercial Transportation	298	680	
Out-of-state Meals	23	0	
Out-of-state Lodging	50	88	
Out-of-state Meals Overnight	0	76	
<b>TOTAL TRAVEL</b>	<b>\$ 2,842</b>	<b>\$ 3,283</b>	
<b>RENT:</b>			
Meeting Rooms	\$ 0	\$ 20	
Office Equipment	63	0	
Photocopy Equipment	0	46	
Department of Administration Buildings	167	142	
<b>TOTAL RENT</b>	<b>\$ 230</b>	<b>\$ 208</b>	
<b>REPAIR AND MAINTENANCE:</b>			
Maintenance Contracts	\$ 40	\$ 4	
<b>TOTAL REPAIR AND MAINTENANCE</b>	<b>\$ 40</b>	<b>\$ 4</b>	
<b>OTHER EXPENSES:</b>			
Registration Fees for Training	\$ 20	0	
Tuition	0	80	
General	22	12	
<b>TOTAL OTHER EXPENSES</b>	<b>\$ 42</b>	<b>\$ 92</b>	

## BOARD OF VETERINARIANS

	<u>FY 84</u>	<u>FY 85</u>
<b>TOTAL OPERATING EXPENSE:</b>	\$ 6,186	\$ 6,107
<b>EQUIPMENT:</b>		
Office	\$ 99	\$ 1,435
<b>TOTAL EQUIPMENT</b>	<u>\$ 99</u>	<u>\$ 1,435</u>
TRANSFER ADMINISTRATIVE COSTS	\$ 2,852	\$ 2,887
<b>TOTAL ALL EXPENDITURES</b>	<b>\$18,232</b>	<b>\$21,132</b>
<b>TOTAL APPROPRIATION</b>	<b>\$26,832</b>	<b>\$26,233</b>
UNEXPENDED APPROPRIATION	\$ 8,600	\$ 5,101
<b>CASH BALANCE - FYE</b>	<b>\$33,880</b>	<b>\$23,020</b>

**VII. BOARD MEMBERSHIP DURING BIENNIAL**

Harry A. Michael, DVM, Box 126, Worden, MT	07/31/83
Duane M. Douglas, DVM, Box 703, Sidney, MT	07/31/84
R.J. Brophy, DVM, 1116 North 1st, Hamilton, MT	07/31/85
Douglas Delaney, 102 S. Carroll Tr., Lewistown, MT	07/31/85
William D. McFarland, DVM, Box 360 Ft. Benton, MT	07/31/86
Richard L. Smith, DVM, Box 944, Forsyth, MT	07/31/87
J.C. Burkhartsmeier, DVM, 1301 Cedar St., Helena, MT	07/31/88
William J. Quinn, DVM, Box 997, Bozeman, MT	07/31/89

**VIII. LEGISLATIVE OR COURT ACTION AFFECTING THE BOARD**

Chapter No. 43, L. 1985, An act changing the name of the Board of Veterinarians to the Board of Veterinary Medicine; including dentistry in the definition of veterinary medicine; changing provisions relating to employment of students as veterinarians' assistants; changing the deadline for payment of the fee for renewal of a veterinarian's license.

**IX. RECOMMENDATIONS FOR ADMINISTRATION OF PROGRAM**

To require that applicants for licensure as a veterinarian be required to take the Clinical Competency Test commencing with the June 1986 examination.



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